



Addendum One

ARBORICULTURE SERVICES RFP 12-2020

In the interest of fairness, this information is being provided to all interested proposers. Below is the pre-proposal attendees, followed by the questions received at the meeting and corresponding answers.

Pre-Proposal meeting attendees:

John Page, NW TreeWork	Dayne Galash, NW TreeWork
Pete Botke, Buds Expert Tree Care	Scott Clifton, TruGreen Landcare
Nat Bockmann, NW Tree Specialists	Chris Ritschard, Collier Arbor Care
Jim Sherwood, General Tree Service	Lyle Feilmeier, Collier Arbor Care
Megan, Tree Style Arbor Care	Sheila Botke, Buds Expert Tree Care
Morgan Holen, Morgan Holen & Associates	Damon Schrosk, Treecology

The following questions were submitted on this solicitation.

Question 1: If the available hours to work at the Zoo is 6am to 10am, should we be at the Zoo at 6:00am or 5:30am?

Answer: It would depend on the project, but arrangements can likely be made to determine arrival time.

Question 2: Will security background checks be required?

Answer: Not at this time, however, Metro is considering implementing a program and would reserve the right to require this in the future for contractors working onsite.

Question 3: How will you evaluate hourly rates; travel time versus work hourly rates?

Answer: Proposers are to include all hourly rates including any anticipated travel time. Metro will evaluate the reasonableness of the rates, as well as whether or not travel costs will be incurred.

Question 4: What would the Zoo require for pest control?

Answer: The Oregon Zoo prefers a non-toxic organic pesticide. However, a discussion with the selected contractor regarding specific products and costs and would be required before any pest control or spraying is conducted.

Question 5: What was the previous year's budget or costs for arboriculture services?

Answer: The Zoo budget includes nearly \$50,000 for these services, but contract payments would depend on actual needs and usage.

Question 6: Does the Zoo have a vision for the arboriculture program; is maintenance or preventive being considered?

Answer: The Oregon Zoo is currently working from an existing hazardous tree assessment list. The Zoo also has an arborist on staff to provide ongoing assessment. The Zoo's desire is to be proactive regarding its arboriculture program.

Question 7: Will the scope of this contract include the new Zoo Bond areas?

Answer: It is anticipated that the Zoo Bond Program will contract separately for their arborist needs.



Metro

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Question 8: As stated in the scope of work in the sample contract it says maximum price not to exceed; will you be asking for quotes or cost estimates?

Answer: Prior to work commencing under the contract, it is expected that the contractor would provide an estimate of the requested services. The total of work would not exceed the maximum contract price unless amended by Metro. Emergency situations will be handled on a case by case basis between the Zoo and the selected contractor.

Metro intends to award a single contract for the required services, but reserves the right to select more than one contractor depending on the quality of the proposals received.

Question 9: What is meant by proposed work plan/approach?

Answer: Metro is requesting that proposing firms include their approach/plan to working in a diverse and public environment, including any policies and practices for ensuring work is completed in a timely, competent and safe manner.

All other questions raised in the meeting were pertaining to information contained in the RFP and the information set forth above.

Issued January 6, 2012

A handwritten signature in cursive script that reads "Julie Hoffman".

Julie Hoffman, CPPB
Procurement Analyst