



**January 16, 2024**

**Addendum 3**

**Bid No. 24-007**

**Utility Right of Way Clearing and Vegetation Management –  
Electric Department**

Addendum 3 contains clarifications, questions and answers submitted via email and during the MANDATORY Pre-Bid Meeting held on Friday, January 12, 2024 at 10:00 A.M., and the Pre-Bid Meeting Sign In Sheet:

This bid will be opened at the City of Fairhope's City Services and Public Utilities Building, 555 South Section Street, Fairhope, AL 36532 at **2:00 PM on Thursday, January 25, 2024**. Vendors shall acknowledge this Addendum 3 on their submitted Bid Response Form.

**The Bid Opening is postponed until 2:00 PM on Thursday, January 25, 2024.**

**The Question Deadline is postponed until 11:00 AM on Thursday, January 18, 2024.**

**Clarifications to the Bid Specifications as discussed in the MANDATORY Pre-Bid Meeting held on Friday, January 12, 2024 at 10:00 A.M.:**

1. Communication lines are not part of this contract.  
Revised Section 2.3.b: Distribution Lines – All pruning within the utility maintenance zone shall provide a minimum clearance of ten feet (10') from any primary conductor. A minimum of six feet (6') of clearance is required from the neutral conductor. All dead/diseased, or weak limbs (i.e., limbs with cracks, weak branch unions and/or decay/rot) above any conductors must be removed. Clearance will be determined by a combination of the minimum distance requirement and lateral pruning.
2. If a City customer complains or wants work stopped, the Contractor shall contact the City Electric employee or Horticulture Supervisor as quickly as possible, who will then talk to the customer and explain why the trees need to be trimmed. At no time should the Contractor make the decision to skip a span.

**Questions Submitted Via Email or during the MANDATORY Pre-Bid Meeting held on Friday, January 12, 2024 at 10:00 A.M.:**

1. Will there be a fee for the disposal of the waste from this contract?  
A. No. There is no charge for the disposal of the waste and debris from this contract service at the City Landfill, located at 555 South Section Street, Fairhope, AL.
2. Will the City be flexible if the Contractor is needed to clear storm damage for other customers?  
A. Yes, the City will be flexible if the Contractor's crew is needed for storm damage elsewhere. The Contractor just needs to communicate with the City about the interruption of the project.
3. Will the Contractor be responsible for the tree removal permit?  
A. Yes. The permit request will need to be submitted through the CitizenServe portal.
4. Will the City provide the I.D. Badges as required in Section 5.13?  
A. No. The Contractor will supply their own badges, which shall include their picture, name and company name/logo.
5. Can you give a list of what substations/circuits will be prioritized each year?  
A. The substations will be prioritized as follows, but the number per year will be determined by contract prices and the annual budget. This priority list is subject to change if conditions warrant it.
  1. Volanta 3300
  2. Twin Beech 6100
  3. Nichols 2100
  4. Nichols 2500
  5. Volanta 3100
  6. Morphy 4200
  7. Fairhope 5100
  8. Morphy 4400
  9. Morphy 4300
  10. Morphy 4100
  11. Twin Beech 6300
  12. Nichols 2300
  13. Nichols 2600
  14. Nichols 2400
  15. Nichols 2200
6. Should the Contractor expect extra work from this contract?  
A. No. The Contractor will only do work as listed in the specifications.
7. What are the Payment Terms?  
A. A purchase order will be issued annually for the cost of the work assigned for the year. Contractor shall submit an invoice once a month for the work completed during that month.

8. What is the inspection process?  
A. The City can do a daily or weekly inspection process where a City employee rides out spans to evaluate if the work is satisfactory.
9. Will the Contractor be responsible for the Mechanical trimming permit?  
A. Yes. The permit request will need to be submitted through the CitizenServe portal.
10. Is the Contractor's crew expected to be on hand for the full year?  
A. No. The Contractor's crew will only be on hand for the work as listed in the specifications and assigned for the year.
11. Is there a timeline for the work to be done?  
A. The Contractor will work with the City to schedule the work for the year.
12. Will all of the substations and circuits be expected to be completed each year?  
A. No. The Electric Department will provide what substations and circuits will be worked on each year of the contract. This choice will be based on what is needed and the annual budget.
13. How will this contract be awarded?  
A. The contract will be awarded for one year, with two (2) one year extensions, a total of three years.
14. Please provide the Bid Tabulation for the last contract bid.  
A. The City has not bid out an Electric Utility Right of Way specific contract in the last seven (7) years. The previous tree-trimming bid in the last seven (7) years was for non-utility right of way.



**CITY OF FAIRHOPE, ALABAMA  
MANDATORY PRE-BID MEETING**

Meeting Date: 01/12/2024 at 10:00 a.m.

Bid No. 24-007 Utility Right of Way Clearing and Vegetation Management – Electric Department

Representative's Name	Company	Phone	Email
Erin Wolfe <i>EW</i>	City of Fairhope – Purchasing Dept.	251-279-6231	<a href="mailto:Erin.Wolfe@FairhopeAL.gov">Erin.Wolfe@FairhopeAL.gov</a>
Rhonda Cunningham	City of Fairhope – Purchasing Dept.	251-990-0118	<a href="mailto:Rhonda.Cunningham@FairhopeAL.gov">Rhonda.Cunningham@FairhopeAL.gov</a>
Ben Patterson	COF – Electric Superintendent	251-928-8003	<a href="mailto:Ben.Patterson@FairhopeAL.gov">Ben.Patterson@FairhopeAL.gov</a>
Roscoe Safley <i>RS</i>	COF – Electric Asst. Superintendent	251-331-4418	<a href="mailto:Roscoe.Safley@fairhopeal.gov">Roscoe.Safley@fairhopeal.gov</a>
Ian Morrison	COF – Line Crew Chief	251-928-8003	<a href="mailto:ian.morrison@fairhopeal.gov">ian.morrison@fairhopeal.gov</a>
Jamie Rollins <i>JR</i>	COF – Horticulture Supervisor	251-990-0102	<a href="mailto:Jamie.Rollins@fairhopeal.gov">Jamie.Rollins@fairhopeal.gov</a>
<i>Colby Jones</i>	<i>RPF emergency services</i>	<i>251 753-4663</i>	<i>colby@rpfes.net</i>
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<i>Matt Corkey</i>	<i>Corkey Mulching</i>	<i>251-423-1409</i>	<i>Corkey.m.c@gmail.com</i>
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