

**Questions received in response to RFP for Landscape Design Assistance and Landscape Maintenance Assistance Program for Turf Replacement Program Participants
Addendum #1**

**** Proposers should acknowledge receipt of Addendum #1 in their proposal or cover letter ****

1. Task 1 Clarification: Is the initial consultation for Task 1 solely verbal and conducted in-person without a requirement for a subsequent written report?

Task 1 is in person with the customer, and there is a requirement for the subsequent Design (Task 2) almost 100% of the time. If the customer elects not to move forward with the program after the initial consultation, the Design will not be required, and you would be paid for the consultation only. In all other instances, a Design would be required.

2. Visual Documentation Requirement: For Task 1, can the PlantMaster report be considered adequate to fulfill the requirement for high-resolution photographic documentation of plant species?

Currently, images from PlantMaster are being used as documentation of plant species in some Designs. See <https://www.mwdoc.com/oc-friendly-landscapes/real-oc-transformations/>

3. Irrigation Plan Specifications: For the irrigation strategy, is a customized plan required for each unique design/property, or is a general overview of irrigation best practices sufficient? Could you provide an example of an acceptable irrigation plan drawing?

We are expecting customized Irrigation Plans for each property that incorporate inline emitter drip tubing, pressure regulators, and filters consistent with the terms of our Spray to Drip Rebate Program Terms and Conditions. The terms of that Program can be found here <https://mwdoc.dropletportal.com/rebate/drip/terms>. Sample Irrigation Plans are also attached hereto.

4. Materials List: What specific details are required in the materials list? Quantities and types of materials used in each specific design?

Correct. For example, if using boulders in the design, the size, type, weight, quantity of the boulders, manufacturer, make, and model of irrigation materials, mulch type, etc.

5. Task 2 Submission Protocol: Is there no in-person contact with the customer required for Task 2, with the final design to be submitted electronically and physical copies dispatched directly from the printing service?

There is no in-person contact required. However, there may be some back and forth with the customer and MWDOC with regard to changes and modifications before the document is final, so please keep that in mind. MWDOC will only pay for two hours of consultation time with the customer. Anything above that would have to be negotiated between the vendor and the customer. Alternatively, if the initial consultation only requires one hour, the last hour could be used to go over the final Design in person with the customer.

6. Task 3 Deliverable Scope: Is the report intended as a custom document tailored to

individual client needs, or a generic document given to all the customers as a part of the design package?

It is a custom document tailored to the individual client's needs and property conditions. The customer also completes a separate application expressing their interest in receiving a Maintenance Plan. It requires its own site visit, photos of the property and plants, and the plan. A customer could receive a Maintenance Plan who did not receive a Design Plan

7. Administrative Fee for Task 4: Is there a provision for a retainer fee to manage administrative tasks associated with Task 4?

There is not a retainer fee for issuing the invoice and keeping track of the status of the Designs in your queue.

8. Consultancy Capacity: Within the 5-year contractual period, what is the maximum workload expectation for a single consultant per month?

That is difficult to calculate, but probably no more than 15.

9. Monthly Progress Reporting: What preferred medium is required for submitting monthly progress reports – Zoom, email, or another format?

Email is preferred.

10. Job Refusal Option: Are designers at liberty to decline assignments, for instance, due to logistical issues like the property's location?

We prefer that you do not decline assignments, unless due to emergency circumstances, as we are balancing the work assignments among vendors. We allow for Zone Pricing in the RFP. If you prefer not to work in a Zone due to location, please note that in the RFP. We do assign projects to designers based on location; i.e., we consider the designer's location in proximity to the site location.

11. Pricing Structure for Tasks 2 and 3: Should pricing be adjusted based on the size of the lot, or is a singular pricing model applicable for all designs regardless of lot dimensions? Will it be possible that the rate can be tiered and/or size based, taking into consideration the yard size, complexity and amount of work involved?

Pricing should be based on a singular pricing model for all Designs regardless of lot dimensions. While some projects may be larger and more complex, others will be smaller and simpler.

12. Average Lot Size: What is the average size of the properties?

Looking at our activity from July 2023 forward, the average front yard measurement is approximately 1,000. We screen applicants and typically do not allow participants with less than 600 square feet to participate in the design aspect of the program, with some exceptions.

13. Pricing: Is the pricing expected to remain static throughout the five-year term of the agreement?

Yes, it is expected to remain static throughout the term of the agreement.

14. Site Plan: Will a site plan be provided to designers, or is it their responsibility to secure this during the initial two-hour consultation? Alternatively, is a return visit to the property anticipated as part of Task 2 (design phase)?

The Turf Replacement Program applicant draws and submits a simple site plan as part of their application submittal. Additionally, a Turf Replacement Program Inspector will conduct an on-site pre-inspection of the project area, with measurements, prior to the customer's information being provided to the design vendor. A return visit is not required as part of Task 2, but if one is conducted, it would need to be within the two-hour limit that is part of Task 1.

15. For this paragraph:

"The Design Package may also be uploaded to MWDOC's website to be accessed by those additional Program Participants interested in MWDOC's Turf Replacement Program (TRP) to assist them in their landscape retrofit design choices. All work resulting from the one-on-one design consultations will become the property of MWDOC and may be posted on MWDOC's website for access by other Program Participants and the public."

Is it true that

- only the "one-on-one design consultations" will become the property of MWDOC?

OR

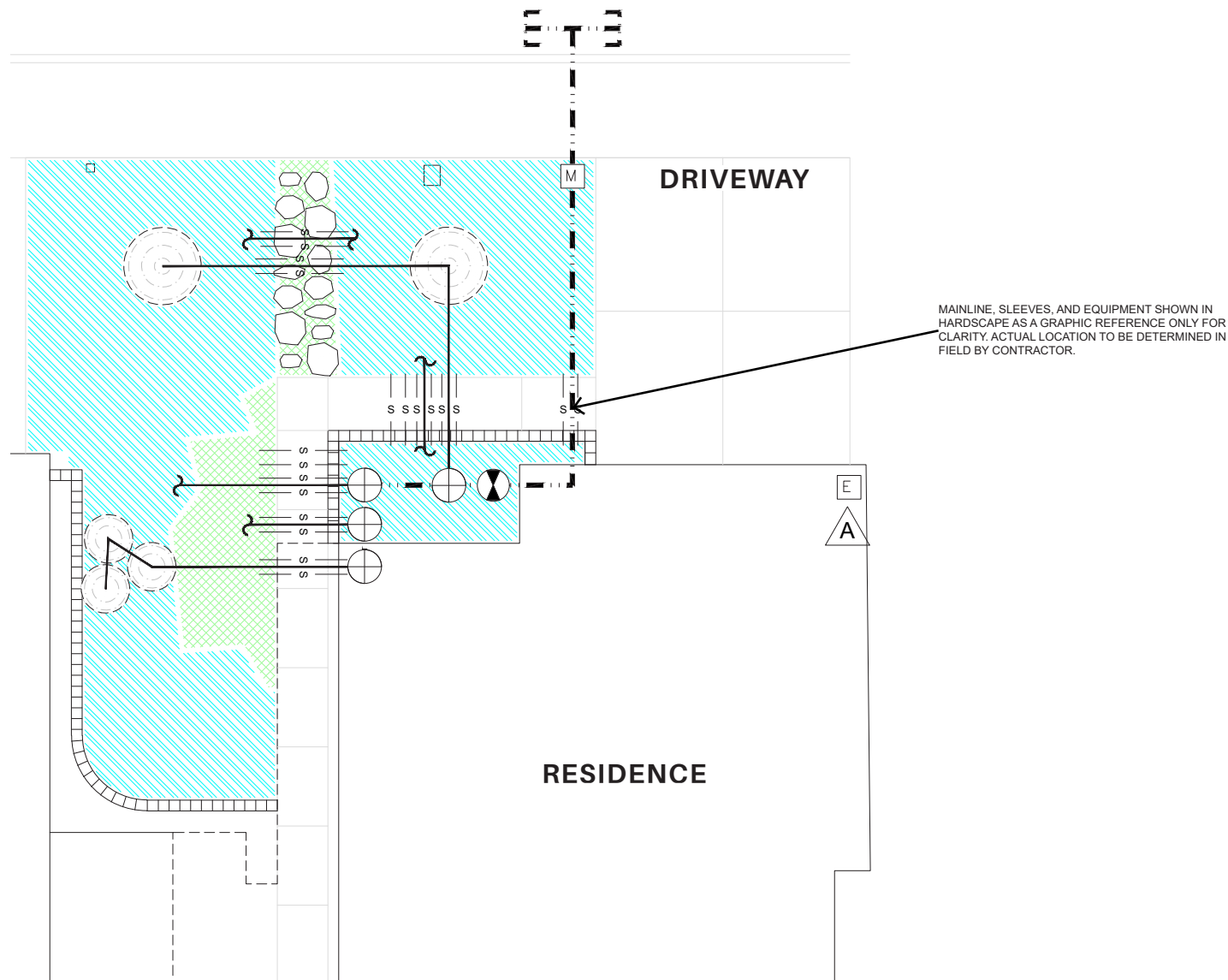
both the one-on-one consultations and the design package will become the property of MWDOC.

The consultations are the information gathering meetings with the Program Participants to discuss what they would like and their visions for their landscapes. The notes, sketches, etc. that come out of this meeting and that are used to create the final Design Package have not typically been turned over to MWDOC, but they should be kept in the event we do need to obtain them for any reason. The end results or final products resulting out of those consultations will be the Design Packages. The Design Packages will become the property of MWDOC and may be posted on the MWDOC website for use by other Program Participants as a source of information and inspiration.

16. If we'd like the number of such consultations and packages to be limited to a certain number (up for discussion), can this be considered?

Vendors selected must be fully willing and capable of meeting the needs of the Program. Limiting the number of Designs may limit your ability to meet the needs of the Program.

SAMPLE IRRIGATION PLAN



IRRIGATION UTILITIES

	POINT OF CONNECTION (P.O.C) TO DOMESTIC SERVICE LINE.
	EXISTING METER TO REMAIN.

IRRIGATION CONTROLLER

	HUNTER PRO-C PC-400 WALL MOUNT CONTROLLER with (1) PCM-300 and ROAM REMOTE.
	BY OTHERS 120 VOLT ELECTRICAL POWER FOR CONTROLLER PROVIDED BY ELECTRICIAN, HOMEOWNER TO VERIFY AND APPROVE FINAL LOCATION.

SUB-SURFACE IRRIGATION

	HUNTER 3/4" PGV-ASV VALVE WITH 3/4" HFR SYSTEM WITH 25 PSI REGULATOR
	AS APPROVED GATE VALVE - BLOCKED TRUE UNION PVC - 2" & SMALLER (LOCATE IN PLANTING AREAS - SHOWN FOR CLARITY ONLY)
	HUNTER HDL-06-12-100-CV DRIPLINE TUBING 0.6 GPH EMITTERS AT 12" ON CENTER SPACING - ALL TUBING SHALL BE INSTALLED ON GRADE W/ 9" WIRE STAKES TWO (2) FEET ON CENTER; VERIFY THE LAYOUT AND CENTER SPACING IN THE FIELD PRIOR TO STARTING WORK. INSTALL ON GRADE DRIP IRRIGATION SYSTEM per MANUFACTURER'S SPECIFICATIONS. CUT AND INSTALL TUBING TO ALLOW FOR MINIMUM OF 2 EMITTERS PER SHRUB, PREFERABLY 3 IN A TRIANGULAR PATTERN. USE HUNTER PLD and PLD-LOC FITTINGS FOR CONNECTION BETWEEN PVC LATERAL LINES AND INLINE DRIP TUBING.
	* DRIP LINE LAYOUT NOTE: NOT ALL SUPPLY/EXHAUST LATERALS SHOWN ON PLAN for GRAPHIC CLARITY - INSTALL LATERALS per MANUFACTURER'S SPECIFICATIONS and RECOMMENDATIONS TO AVOID LOW PRESSURE THROUGH DRIPPERLINE and CONNECTIONS.
	HUNTER DRIPLINE TREE RING - HDL-06-12-100-CV DRIPLINE TUBING .6 GPH EMITTERS AT 12" ON CENTER SPACING. TUBING SHALL BE INSTALLED ON GRADE W/ 9" WIRE STAKES TWO (1) FEET ON CENTER; VERIFY THE LAYOUT AND CENTER SPACING IN THE FIELD PRIOR TO STARTING WORK. INSTALL ON GRADE DRIP IRRIGATION SYSTEM PER MANUFACTURER'S SPECIFICATIONS. CUT AND INSTALL TUBING TO ALLOW FOR MINIMUM OF 2 EMITTERS PER SHRUB, PREFERABLY 3 IN A TRIANGULAR PATTERN.
NO SYMBOL	HUNTER AFV-T FLUSH VALVE. INSTALL VALVE INSIDE 6" ROUND VALVE BOX, ONE AT THE FAR END/LOW SIDE OF EACH PLANTER DRIP LINE LATERAL. INSTALL MINIMUM OF ONE FLUSH VALVE PER MAXIMUM OF 800' OF TUBING. MULTIPLE FLUSH VALVES MAY BE REQUIRED WITHIN DRIP LINE LAYOUT. ALWAYS INSTALL VALVES IN OPPOSITE DIRECTIONS OF THE PVC/DRIP CONNECTION MANIFOLD. REFER TO MANUFACTURER SPECIFICATIONS AND INSTALLATION GUIDELINES.
NO SYMBOL	HUNTER PLD-ARV AIR/VACUUM RELIEF VALVE - INSTALL AIR RELIEF ASSEMBLY INSIDE A 6" ROUND VALVE BOX AT THE HIGH POINT OF EACH PLANTER, MIN. 1 ARV PER 500' OF DISTRIBUTION TUBING. USING AIR RELIEF LATERAL. CONNECT AIR RELIEF VALVE TO ALL DRIP LINE LATERALS WITHIN THE ELEVATED AREA. REFER TO MANUFACTURER SPECIFICATIONS AND INSTALLATION GUIDELINES.
NO SYMBOL	HUNTER MULTIPLE ARV'S MAY BE REQUIRED PER RCV WITHIN UNDULATING AREAS, VERIFY QUANTITY PRIOR TO STARTING WORK, FLUSH VALVES and AIR RELIEF VALVES SHOWN DIAGRAMMATICALLY, INSTALL VALVE BOX 18" FROM PAVING AND AT HIGH POINTS OF PLANTER AREA.
NO SYMBOL	HUNTER ECO-INDICATOR INSTALLED ON EVERY STATION.
NO SYMBOL	HUNTER WSS-SEN WIRELESS SOLAR SYNC SENSOR with WIRELESS RECEIVER. INSTALL per MANUFACTURER SPECIFICATIONS. NOTE: WHENEVER POSSIBLE HARD WIRE MODEL PREFERRED (MODEL #: SOLAR-SYNC).

IRRIGATION PIPING

	AS APPROVED NON-PRESSURE LATERAL SCH. 40 PVC PIPE. FOR SIZES 3/4" - 2" W/ PVC SCH. 40 FITTINGS - BURY MIN. 12" BELOW GRADE, SEE DETAIL FOR SLEEVING AND DEPTHS. SEE SYMBOL AND PLAN FOR SLEEVING LOCATIONS.
	AS APPROVED EXISTING MAINLINE TO REMAIN. NOTE: PRESSURE RELIEF VALVES SHALL BE INSTALLED AT ALL IRRIGATION MAINLINE PIPING "DEAD-ENDS" AND "RIGHT ANGEL" TURNS TO PREVENT WATER HAMMER DAMAGE TO PIPE AND FITTINGS. USE THRUST BLOCKS TO PREVENT WATER HAMMER WHERE NECESSARY.
	AS APPROVED PVC PIPE SCH. 40 SLEEVING, TWICE THE DIAMETER OF PIPE OR WIRE BUNDLE CARRIED - EXTEND 12" BEYOND EDGE OF PAVING & PLACE BELOW ALL PAVING, HARDSCAPE, ETC. AS DEPICTED ON PLAN OR REQUESTED BY HOMEOWNER.

IRRIGATION MISCELLANEOUS EQUIPMENT

NO SYMBOL	N/A	IRRIGATION 'COMMON' WIRE #14UF AWG DIRECT BURIAL
NO SYMBOL	N/A	IRRIGATION 'CONTROL' WIRE #14UF AWG DIRECT BURIAL
NO SYMBOL	N/A	IRRIGATION 'SPARE' WIRE #14UF AWG DIRECT BURIAL
NO SYMBOL	3M	DBR/Y-6 DIRECT BURIAL WATER-PROOF WIRE CONNECTORS FOR USE ON ALL WIRE CONNECTIONS

- ### GENERAL IRRIGATION NOTES
- THE IRRIGATION SYSTEM DESIGN IS BASED ON A MINIMUM OPERATING PRESSURE OF 70 PSI AT THE P.O.C. CONTRACTOR SHALL VERIFY WATER PRESSURE PRIOR TO CONSTRUCTION. IF A DIFFERENT PRESSURE IS FOUND, REPORT IMMEDIATELY TO HOMEOWNER.
 - THE IRRIGATION DESIGN IS DIAGRAMMATIC. ALL PIPING, VALVES, ETC. SHOWN WITHIN PAVED AREAS ARE FOR CLARIFICATION ONLY AND SHALL BE INSTALLED WITHIN PLANTING AREAS WHEREVER POSSIBLE.
 - IT IS THE RESPONSIBILITY OF THE IRRIGATION CONTRACTOR TO BECOME FAMILIAR WITH ALL GRADE DIFFERENCES, LOCATION OF WALLS, RETAINING WALLS, STRUCTURES, AND UTILITIES. ALL CONTRACTORS SHALL REPAIR OR REPLACE ALL ITEMS DAMAGED BY THEIR WORK. WORK SHALL BE COORDINATED WITH OTHER CONTRACTORS FOR THE LOCATION AND INSTALLATION OF PIPE SLEEVES THROUGH WALLS, UNDER ROADWAYS, PAVING, AND ETC.
 - DO NOT WILLFULLY INSTALL THE SPRINKLER SYSTEM AS SHOWN ON THE DRAWINGS WHEN IT IS OBVIOUS IN THE FIELD THAT UNKNOWN OBSTRUCTIONS, GRADE DIFFERENCES, OR DIFFERENCES ON SITE EXIST THAT ARE NOT SHOWN ON THE PLANS. SUCH OBSTRUCTIONS OR DIFFERENCES SHOULD BE BROUGHT TO THE ATTENTION OF THE HOMEOWNER. IN THE EVENT THAT NOTIFICATION IS NOT PERFORMED, THE IRRIGATION CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR ANY REVISIONS NECESSARY.
 - ALL SPRINKLER EQUIPMENT SHALL BE INSTALLED AS PER MANUFACTURER'S RECOMMENDATIONS AND SPECIFICATIONS.

