



ADDENDUM ONE

DATE: February 21, 2023
TO: All Respondents
FROM: Sheila Brown, Procurement/Contract Administrator
RE: **ADDENDUM #1 Question and Answer**

The Monthly Maintenance Checklist makes reference to a Fertilizer section.

≤Apply fertilizer/weed control as outlined in the “Fertilizer” section of this document.

Can you direct me to this section?

MHA Response: This section was removed from the scope of work and should not be reflected in the monthly landscaping maintenance checklist. Attached is the updated monthly checklist removing this requirement.

We are grateful for your interest in doing business with our Agency and we look forward to receiving a bid from your company.

MONTHLY LANDSCAPE MAINTENANCE CHECKLIST

Place a check mark by each item completed. Write any other items on the back of this checklist.

- Prune back any shrubs or trees overhanging curbs, sidewalks, roofs or that touch buildings.
- Trim back groundcover overhanging curbs or sidewalks.
- Remove vines from trunks, fences and building surfaces.
- Check plants for signs of stress or disease. Replace any plants that meet conditions for replacement, dead or missing plants at MHA's expense with prior approval. Note: You must receive authorization to make replacements within one week of the damage becoming evident!

Property Name: _____

Representative (Print Name): _____ Date: _____

Signature: _____ Date: _____