

RICHMOND METROPOLITAN TRANSPORTATION AUTHORITY

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LANDSCAPE DEVELOPMENT & MAINTENANCE SERVICES ON – CALL CONTRACT  
CONTRACT NO. LANDSCAPE - 2021

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ADDENDUM NO. 1

June 17, 2021

DESCRIPTION

The attached pages are issued to amend, and become part of the Contract Documents.

Contractor shall acknowledge receipt of this Addendum on the Receipt of Addenda Form RA – 1, attached to this Addendum. Failure to complete and include the RA-1 form in the bid package may cause bid to be found irregular.

There is no change in the date that bids are due.

**Revised Bid Submission Instructions**

All Bidders are hereby notified that the Authority's main office location remains closed to the public and the Authority's staff continues to work remotely, the bid submissions instructions as outline in the advertised bid documents,

*Sealed Bids will be received by the Authority, 901 E. Bryd Street, Suite 1120, Richmond, VA 23219 until Thursday, June 24, 2021 at 12:00 p.m. local time. Sealed bids received after this time will be returned to the vendor unopened. All sealed bids shall be clearly marked "LANDSCAPE-2021 On-Call Proposal".*

Shall be amended as follows:

**Sealed Bids shall be electronically submitted, via email, to [paula.watson@rmtaonline.org](mailto:paula.watson@rmtaonline.org) until Thursday, June 24, 2021 at 12:00 p.m., local time. All submitted bids shall be clearly identified "LANDSCAPE-2021 On-Call Proposal" in the email subject line. Additionally, the Contractor is highly encouraged to request a delivery and/or read receipt upon sending the bid documents.**

Additionally, all Bidders are hereby notified that Section VIII as outlined in the advertised bid documents,

*VIII. Submissions: The Contractor shall supply the following documentation with its bid. Failure to provide required information will render a bid non-responsive. The Authority reserves the right to obtain technical data and to request clarification when deemed necessary.*

- 1. Page One of this solicitation to include signature and vendor information*
- 2. Pricing Schedule with labor hourly rates*
- 3. Contractor Data Sheet (Attachment B), with at least five (5) years experience, listing four references*

Shall be amended as follows:

VIII. Submissions: The Contractor shall supply the following documentation with its bid. Failure to provide required information will render a bid non-responsive. The Authority reserves the right to obtain technical data and to request clarification when deemed necessary.

1. Page One of this solicitation to include signature and vendor information
2. Pricing Schedule with labor hourly rates
3. Contractor Data Sheet (Attachment B), with at least five (5) years experience, listing four references
- 4. Completed Receipt of Addenda form (RA-1)**

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FORM RA – 1  
RECEIPT OF ADDENDA

I/We hereby acknowledge receipt of the following addenda and have made the necessary revisions to the Contractor's Proposal, plans, and specifications, etc., and agree that these addenda are included in the Contractor's Proposal.

<u>Addenda #</u>	<u>Signature</u>	<u>Date</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____

I understand that failure to confirm receipt of addenda may cause the bid to be irregular.