



# TOWN OF SMITHFIELD

"The Ham Capital of the World"

## REQUEST FOR PROPOSALS

**ADDENDUM # 1**

**RFP #20-005**

**May 8, 2020**

Town of Smithfield

310 Institute St

Smithfield, VA 23430

<https://www.smithfieldva.gov/>

## Mowing Services

Sealed Proposals, subject to the conditions and instructions contained herein, will be received at the above office until the time and date shown below (local prevailing time), for furnishing the items or services described in the proposal.

**Scope of Work:** The Town of Smithfield is seeking Request for Proposals (RFP) from qualified contractors to provide Mowing Services within the Town's right of ways for a term of one (1) year with the right to renew the contract for an additional two (2) years after review of performance.

**Proposal Due prior to: May 20<sup>th</sup>, 2020 at 5:00 PM**

**Contract Officer:**

Michael Coburn, Purchasing Agent, [mcoburn@isleofwightus.net](mailto:mcoburn@isleofwightus.net)

**\*\*AN ELECTRONIC RESPONSE IS REQUIRED\*\***

*The Purchasing Agent, Michael Coburn, is the sole contact official for the Town of Smithfield with respect to this RFP. All questions and/or comments should be directed to him at this email address: [mcoburn@isleofwightus.net](mailto:mcoburn@isleofwightus.net). The respondents to this RFP shall not contact, either directly or indirectly, any other employee or agent of the Town regarding this RFP. Any such unauthorized contact may disqualify the bidder from the procurement.*

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

FAX No.: \_\_\_\_\_

E-mail: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **Addendum # 1**

The following questions and answers are made part of this Request for Proposals and are published herein to improve understanding of the scope of the services to be provided.

**Question:** Is it possible for the Town of Smithfield to provide contractors with mowing area maps to ensure no incorrect assumptions are made?

**Answer:** Attached you will find maps of the areas to be mowed under this service contract.