



City of Cleveland  
Justin M. Bibb, Mayor

Department of Finance  
Division of Purchases & Supplies  
601 Lakeside Avenue, Room 128  
Cleveland, Ohio 44114-1080  
216/664-2620 • Fax: 216/664-2177  
www.cleveland-oh.gov

August 24, 2023

### **ADDENDUM 1**

**BID TITLE: File No. 114-23 Landscape Maintenance at Various Public Facilities**

**BID DUE: Thursday, September 7, 2023 at 12 o'clock noon (Eastern Time)**

**Attention Bidders:**

We have been requested to issue the addendum for the following:

Please ensure that a copy of this addendum is included and returned with the bid specifications furnished to you by this office, as it will have the same force and effect as if it were part of the specifications originally issued.

1. Release the sign-in sheet from the non-mandatory pre-bid meeting.
2. Release the agenda from the non-mandatory pre-bid meeting.
3. Release a revised copy of the site maps.
4. Notification of changes to Section C.
5. Notification of changes to Section D.
6. Reiterate the importance of completing OEO Schedules 1 – 4.
7. Answer to question received.

If you have any questions regarding the attached, please contact Simon Mastroianni at 216-664-2444, extension 75630. Thank you for your prompt attention and assistance in this matter.

\_\_\_\_\_  
Signature of Potential Bidder & Name of Company

\_\_\_\_\_  
Today's Date

Thank you,

Donia Patterson, Assistant Administrator  
Purchases & Supplies

CC:  
Attachments

**CITY OF CLEVELAND, OHIO  
DEPARTMENT OF PUBLIC UTILITIES  
LANDSCAPE MAINTENANCE AT VARIOUS PUBLIC UTILITIES FACILITIES  
FILE NO. 114-23**

**ADDENDUM NO. 1**

**Bids are due Thursday, September 7, 2023, before 12:00 noon and must be date stamped.**

**A copy of the agenda and the sign-in sheet from the Non-Mandatory Pre-Bid Meeting is included.**

**A modified copy of the site maps is included, depicting the site locations. The maps provided illustrates the best resolution we can produce at this time. If needed, we highly encourage vendors to call the location contacts listed in Section D-11 to schedule site visits.**

**Section C has been revised. C-36 has been omitted.**

**Section D has been revised. D-11 Examination of Premises, several of the phone numbers have been updated.**

- **Bid Item 2 - Crown Water Works Plant, etc. – Scott Naelitz – 216-664-2444 ext. 73688**
- **Bid Item 3 - Harvard Service Center – Ciara Williams – 216-664-2444 ext. 73403**
- **Bid Item 6 – Parma/North Royalton – Darius Johnson – 216-664-2444 ext. 73859**
- **Bid Item 7 – Water Pollution Control – Daniel Stepanik – 216-664-2444 – ext. 75684**
- **Bid Item 8 – Office of Radio Communications - Brad Handke – 216-664-2444 – ext. 73612**

**The Office of Equal Opportunity (OEO) Schedules 1-4 must be filled out completely and submitted as part of the bid proposal:**

- **All schedules must be signed and dated.**
- **If any schedule is not applicable, mark "N/A" on the schedule.**
- **Each prospective subcontractor must complete, sign, date and submit Schedule 2 (Certified MBE/FBE/CSB Subcontractor Participation Commitment) to the prime contractor as part of bid proposal. If there are no prospective subcontractors, the prime contractor must mark N/A, sign and date schedule.**
- **If box 2 is checked on Schedule 4 (CSB/MBE/FBE Subcontractor Unavailability/ Impracticality Certification) the Prime Contractor must provide a detailed explanation in Section B.**

**CITY OF CLEVELAND, OHIO  
DEPARTMENT OF PUBLIC UTILITIES  
LANDSCAPE MAINTENANCE AT VARIOUS PUBLIC UTILITIES FACILITIES  
FILE NO. 114-23**

**ADDENDUM NO. 1**

- **CSB/MBE/FBE registry may be found under Vendor Services @ [www.clevelandohio.gov/oeo](http://www.clevelandohio.gov/oeo).**
- **If you have questions of need assistance completing OEO Schedules 1 -4 contact, Jennifer Wiman at 216-664-2667 [JWiman@clevelandohio.gov](mailto:JWiman@clevelandohio.gov).**

**Answer to question received:**

1. I am unable to find the contact for the Harvard Service Center. The listed contact is Ciara Williams, but the voicemail of the given extension isn't her. I've tried searching her name, but I still couldn't reach the correct person. The number I have is 216-664-2444 ext. 73407. Do you have someone that I can contact for a site visit?

Answer: The correct extension is provided in the changes to Section D-11 above.

**City of Cleveland/Department of Public Utilities  
Non-Mandatory Pre-Bid Meeting  
Thursday, August 17, 2023  
11:30 a.m.**

**Landscape Maintenance at Various Public Utilities Facilities**

**Agenda**

**1. Introductions**

**2. Review of Required Submittals of Bid Package**

- A. Bidder's Check List
- B. Bid - Schedule of Items
- C. Bid Bond/Certified or Cashiers Check (must use City's Bid Bond form)
- D. Bid Form
- E. Bidder's Affidavit - Must be Notarized
- F. Tax I.D. Number - W-9 Information
- G. Northern Ireland Fair Employment Practices Form
- H. Vendor Information Form
- I. Living Wage

**3. OEO Participation Goal - Jennifer Wiman 216-664-2667**

[Jwiman@clevelandohio.gov](mailto:Jwiman@clevelandohio.gov)

- A. Subcontractor Participation Goal - 20% CSB
- B. Detailed explanation of Schedules 1-4
- C. CSB/MBE/FBE/LPE/SUBE Bid Discount

**4. Subcontracting A-19 and B-11 - After execution of contract.**

**5. Scope of Work**

- A. Bid Overview/Highlights of Detailed Specifications

**6. Miscellaneous**

- A. Contract Execution
- B. Addendums
- C. Questions after the Pre-Bid Meeting
  - Phone: 216-664-2622
  - Email: [purchasing@clevelandohio.gov](mailto:purchasing@clevelandohio.gov)

**CITY OF CLEVELAND  
DEPARTMENT OF PUBLIC UTILITIES  
NON-MANDATORY PRE-BID MEETING  
Thursday, August 17, 2023  
11:30 a.m.**

**LANDSCAPE MAINTENANCE AT VARIOUS PUBLIC UTILITIES FACILITIES**

**SIGN-IN SHEET**

	REPRESENTATIVE NAME (PLEASE PRINT)	COMPANY NAME (PLEASE PRINT)	TELEPHONE NUMBER	E-MAIL ADDRESS (PLEASE PRINT CLEARLY)
1	Elias M. Lignos	ESK Landscaping LLC	440-596-9716 cell 216- 264-4211 Office	elias@esklanscaping.com
2	Ben Reynolds	Reynolds Property Management	330-840-7197	billing@reynoldsproperty.net
3				
4	April Locker	City of Cleveland - DPU		
5	Michelle Vitale	City of Cleveland - CWD		
6	Jennifer Wiman	City of Cleveland - Mayors Office of Equal Opportunity		
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Landscape Maintenance at Various Public Utilities Facilities  
File No 114-23  
Addendum #1



Landscape Maintenance: Baldwin Water Works



Produced by Cleveland Water GIS - 7.3.2023

Limits of Work

- |                       |                      |
|-----------------------|----------------------|
| Mowing (Ordinary)     | Hillside Maintenance |
| Mowing (Construction) | May Clean-Up         |





Landscape Maintenance: Crown Shore Shaft

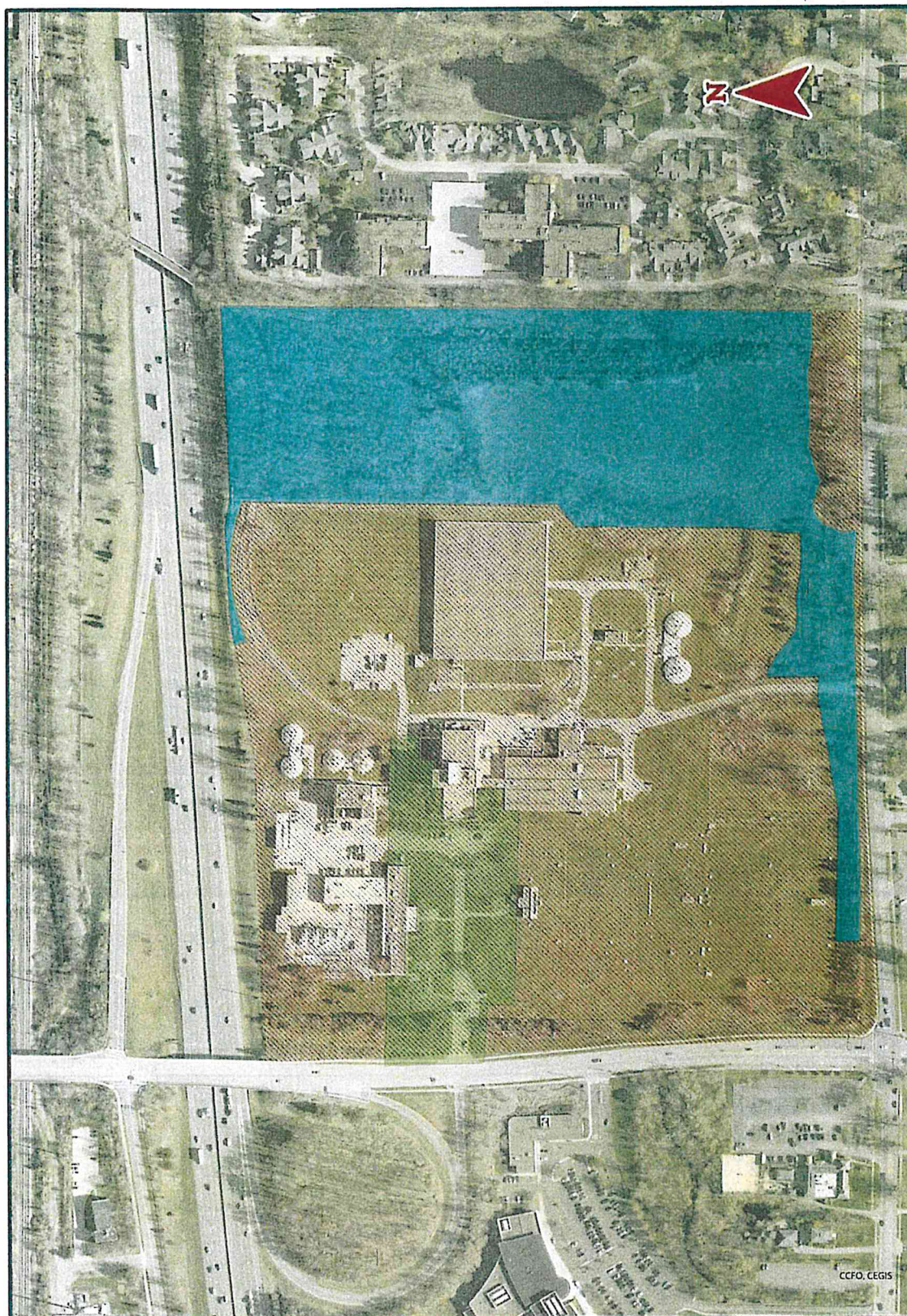


Produced by Cleveland Water GIS - 7.3.2023

Limits of Work

- |                       |                      |
|-----------------------|----------------------|
| Mowing (Ordinary)     | Hillside Maintenance |
| Mowing (Construction) | May Clean-Up         |





# Landscape Maintenance: Crown Water Works

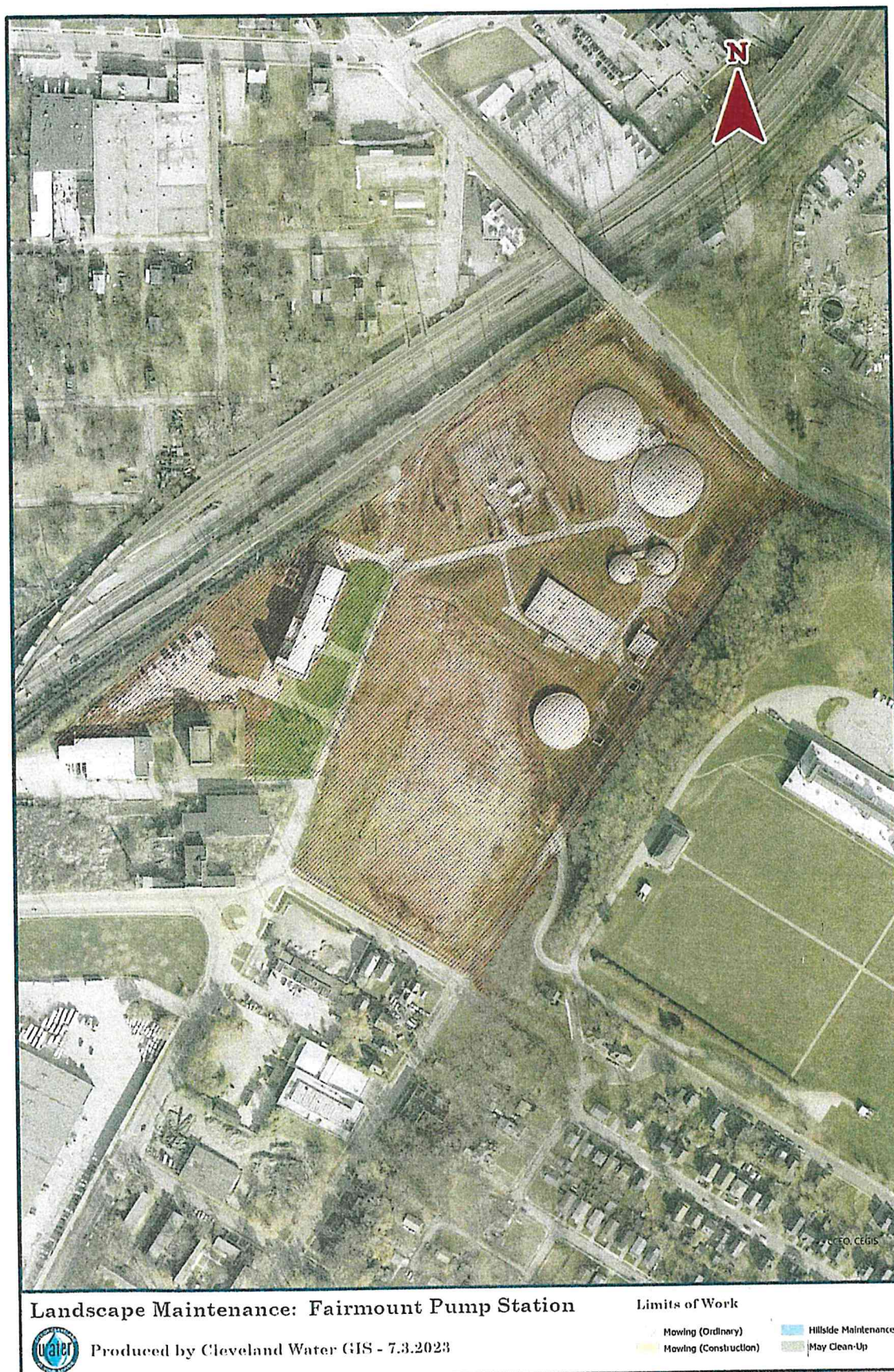


Produced by Cleveland Water GIS - 7.3.2023

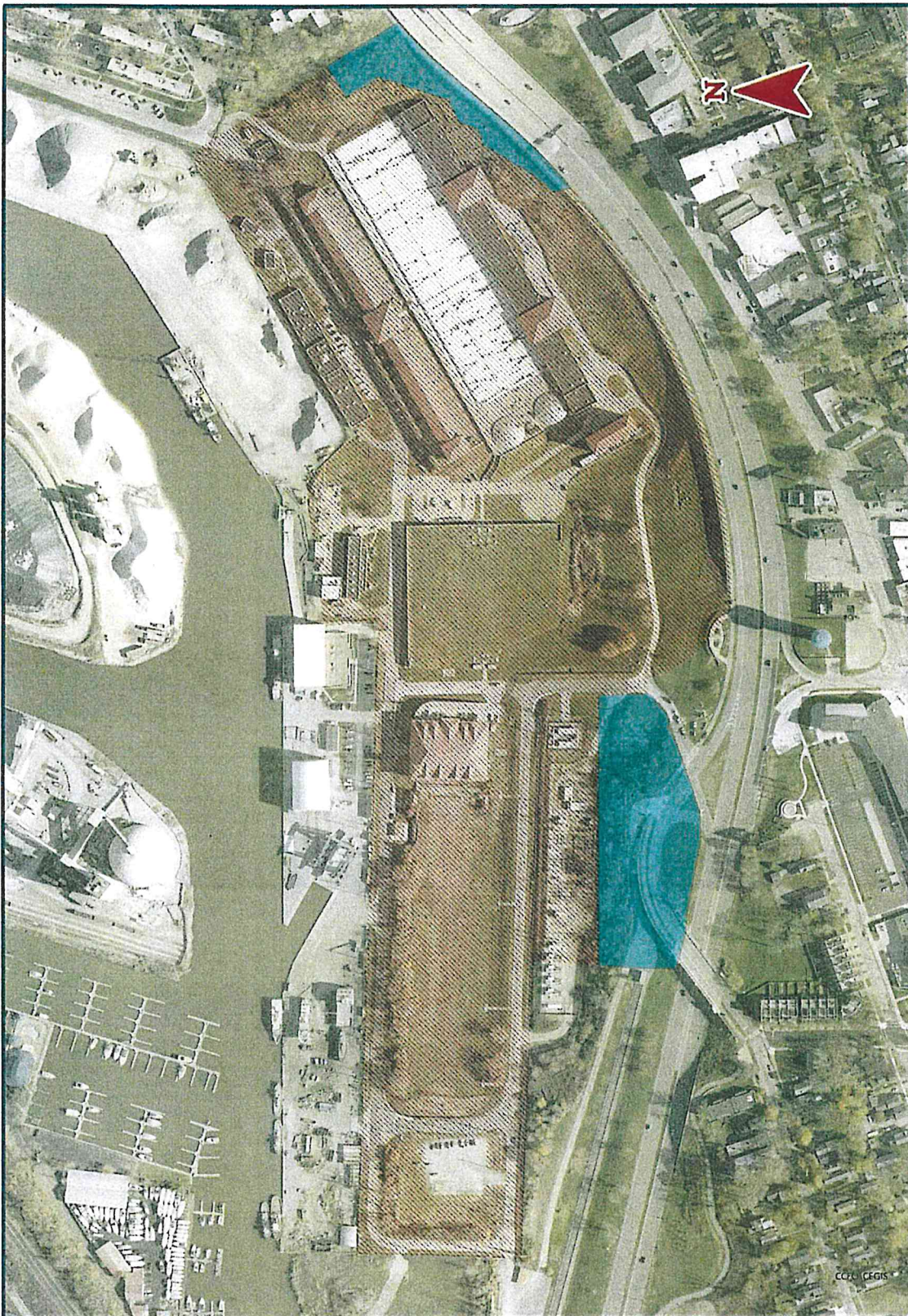
## Limits of Work

- Mowing (Ordinary)
- Mowing (Construction)
- Hillside Maintenance
- May Clean-Up









**Landscape Maintenance: G. Morgan Water Works**

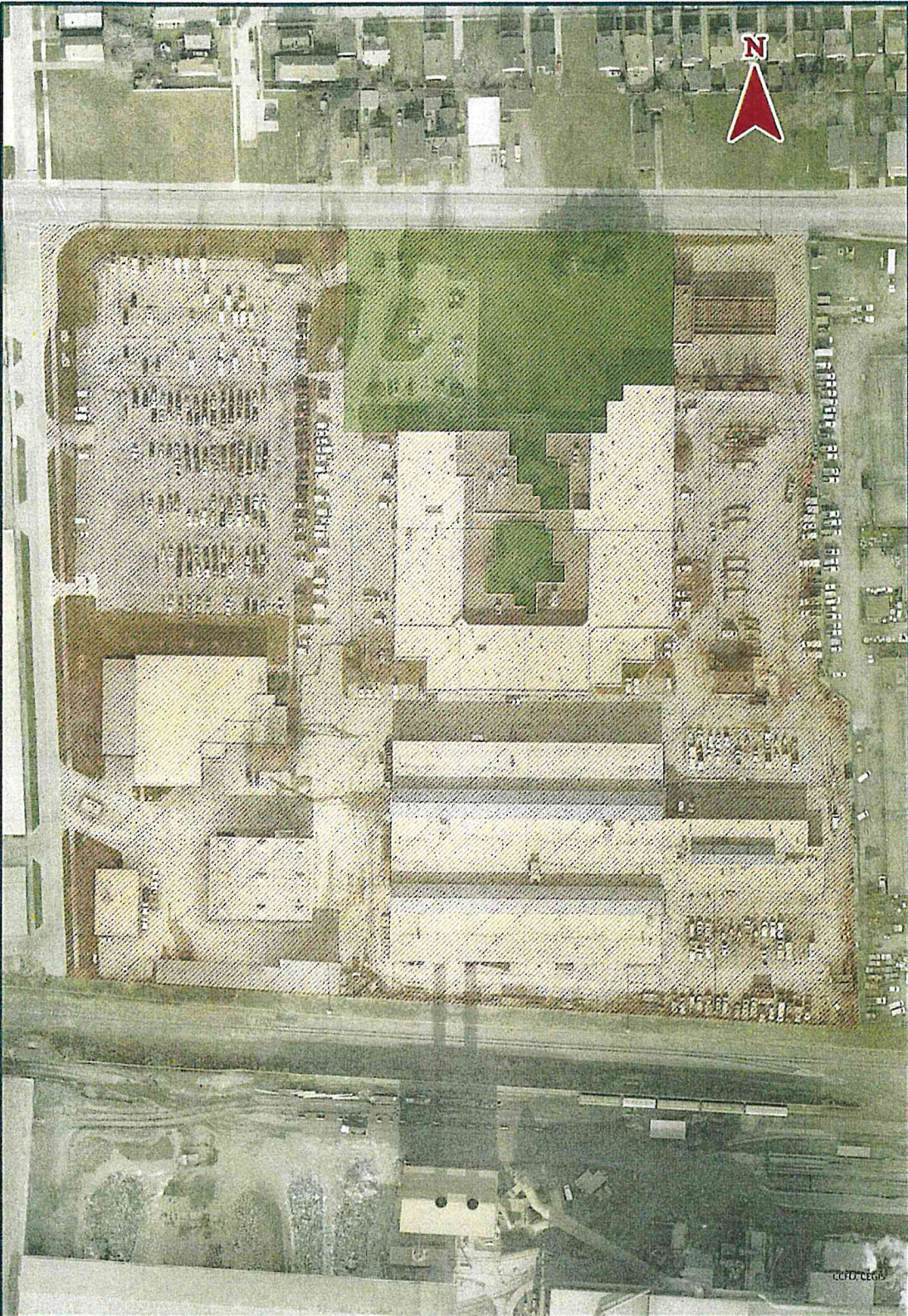


Produced by Cleveland Water GIS - 7.3.2023

**Limits of Work**

- |   |  |
|---|--|
|  Mowing (Ordinary)     |  Hillside Maintenance |
|  Mowing (Construction) |  May Clean-Up         |





Landscape Maintenance: Harvard Service Center

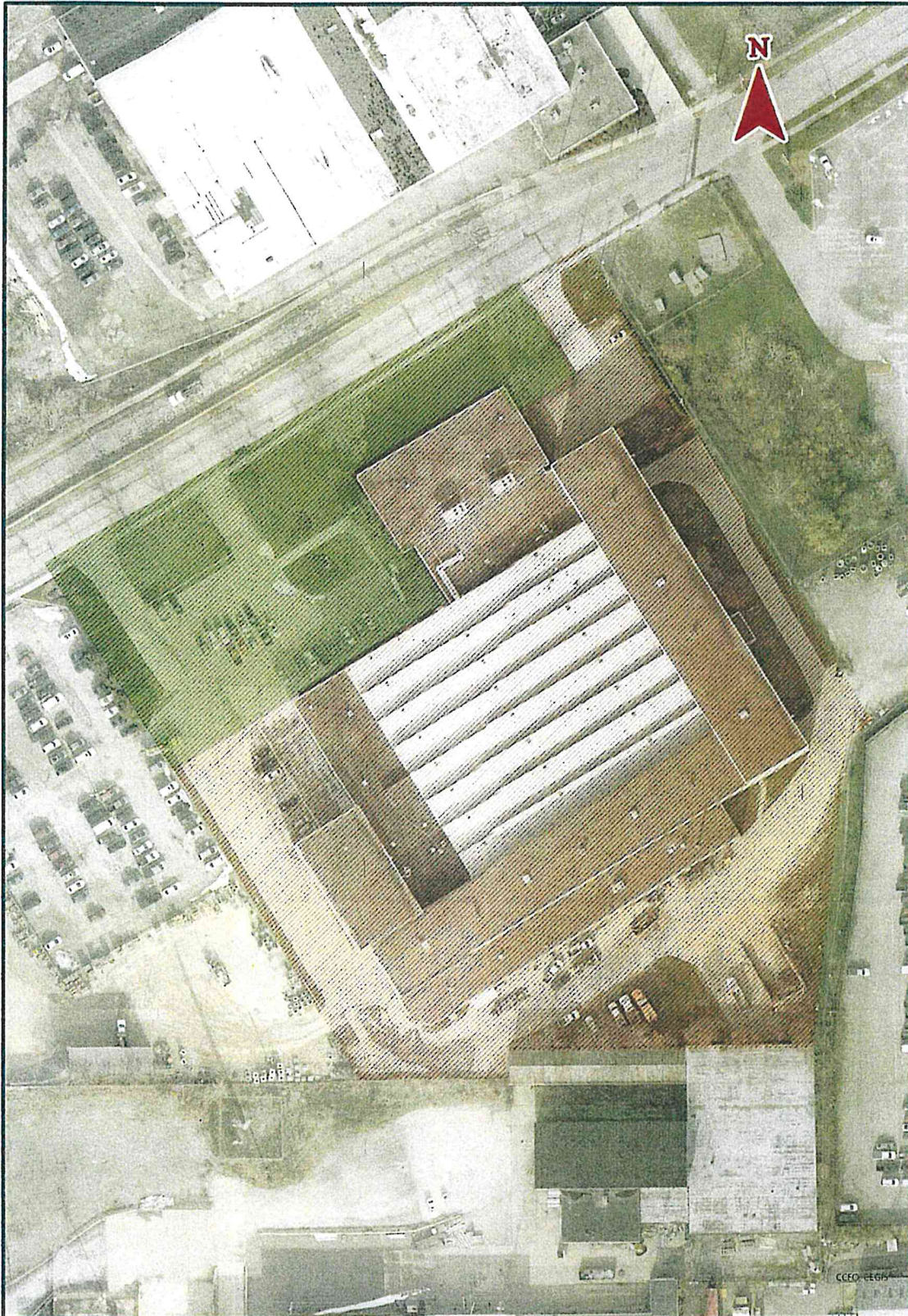


Produced by Cleveland Water GIS - 7.3.2023

Limits of Work

- Mowing (Ordinary)
- Mowing (Construction)
- Hillside Maintenance
- May Clean-Up





**Landscape Maintenance: Kirby Ave. Headquarters**

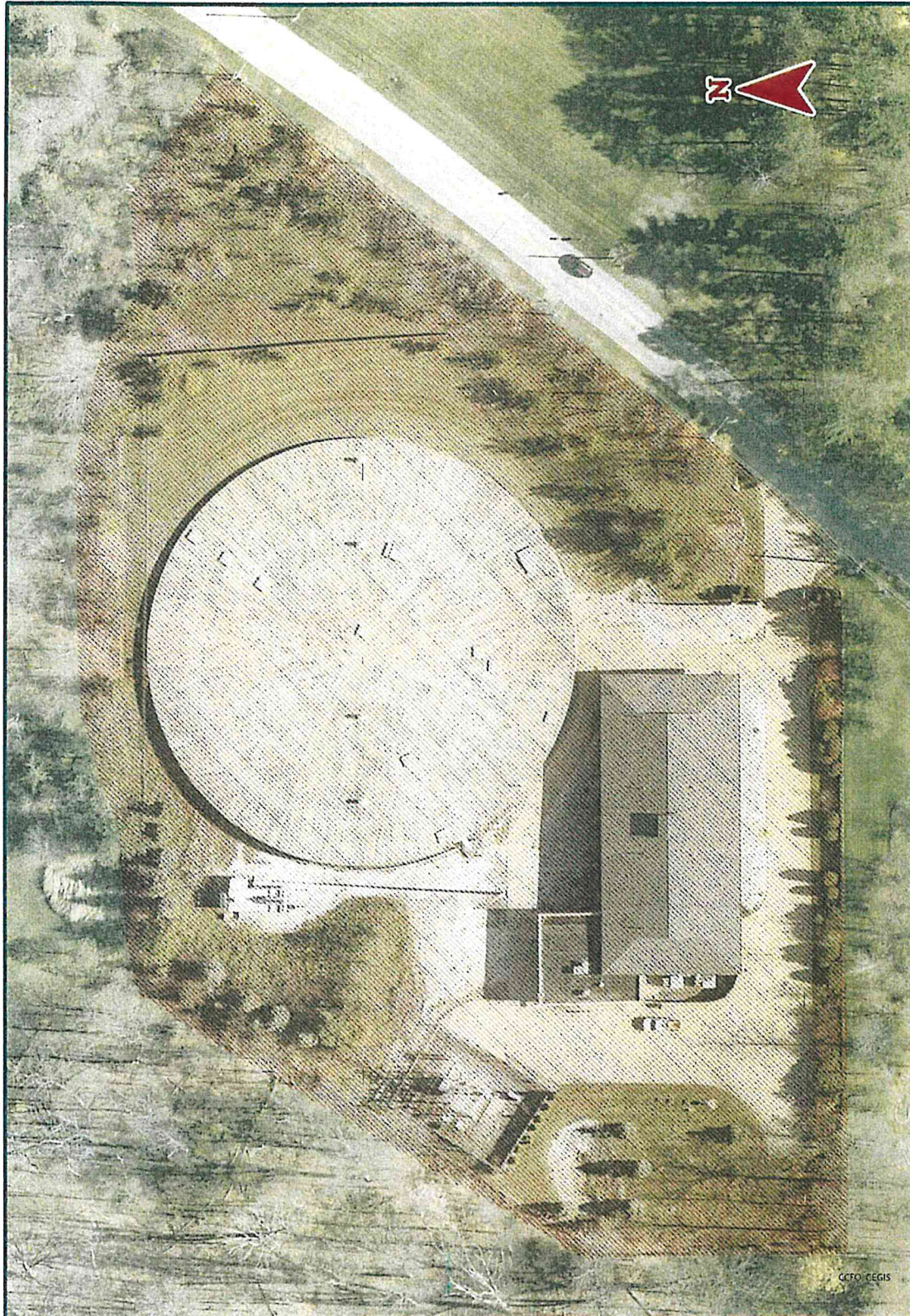


Produced by Cleveland Water GIS - 7.3.2023

**Limits of Work**

- |                       |                      |
|-----------------------|----------------------|
| Mowing (Ordinary)     | Hillside Maintenance |
| Mowing (Construction) | May Clean-Up         |





**Landscape Maintenance: N. Royalton Pump Station**

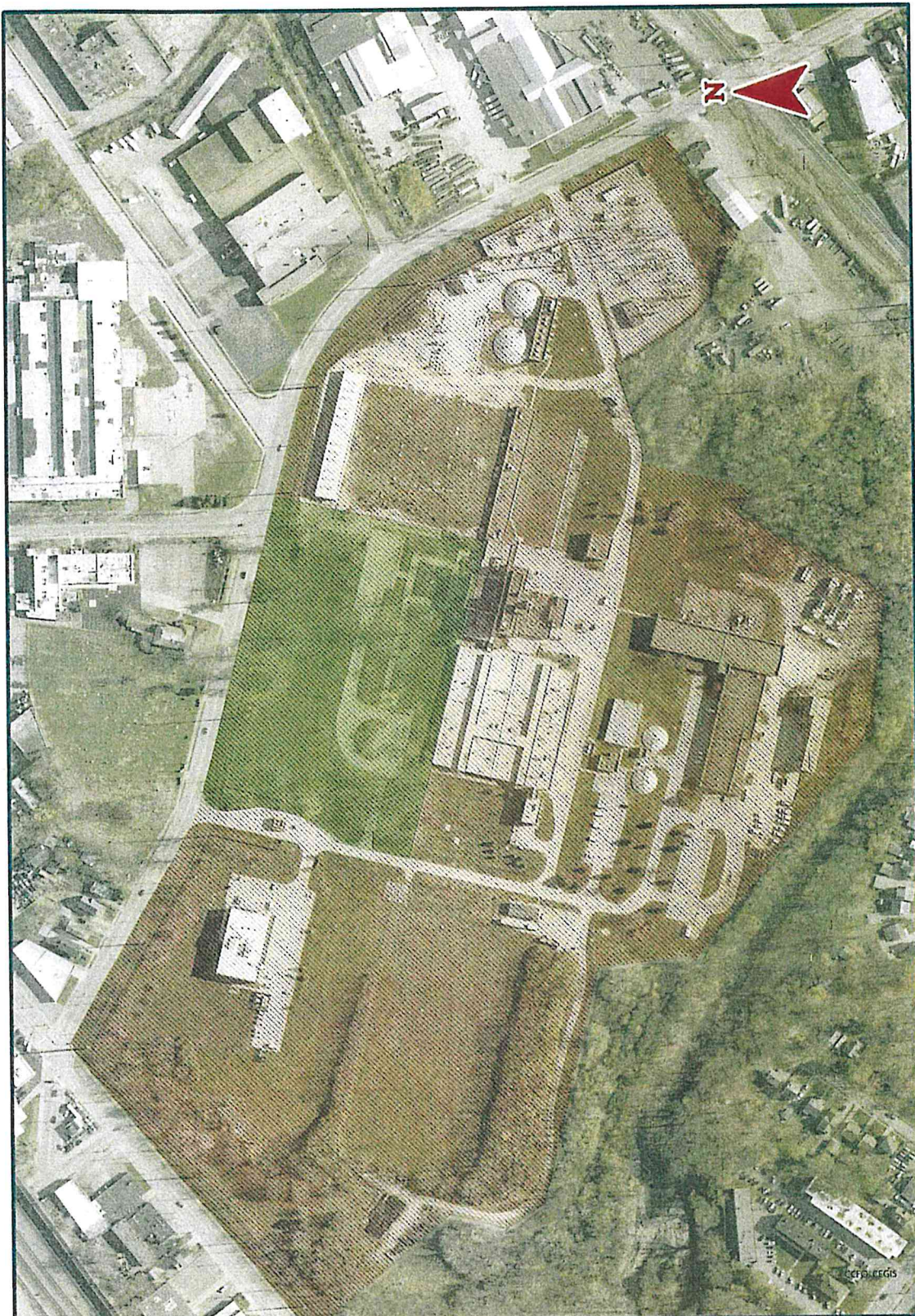


Produced by Cleveland Water GIS - 7.3.2023

**Limits of Work**

- |                       |                      |
|-----------------------|----------------------|
| Mowing (Ordinary)     | Hillside Maintenance |
| Mowing (Construction) | May Clean-Up         |





# Landscape Maintenance: Nottingham Water Works



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## Limits of Work

- Mowing (Ordinary)
- Mowing (Construction)
- Hillside Maintenance
- May Clean-Up



