



## Department of Procurement Services

---

160 South Hollywood Street · Room 126 · Memphis, TN 38112 · (901) 416-5376

March 20, 2025

### Addendum #1: **RFP 032625JKG Athletic Field Preparations**

Dear Respondents:

This Addendum forms a part of the Contract Documents and modifies the Plans and Specifications dated March 10, 2025. The Respondent shall acknowledge receipt of this Addendum on the RFP Form. Failure to do so may subject the Respondent to disqualification.

#### **Item #1 – PART V: SCOPE OF SERVICES (PGS 15-18)**

The following six (6) lines have been added to the scope of work **in addition to** what was originally provided:

- **Vendor will conduct Routine maintenance on all MSCS Synthetic Turf Fields after every Forty (40) hours of use, or approximately every two (2) weeks to ensure longevity, performance, safety, and appearance are at the forefront prior to and during the football season.**
- **Conduct a walkthrough of the entire field and note any loose inlays, faded numbers, hash marks etc. and look out for any planarity issues, sinkholes, or low infill areas.**
- **Maintain the right infill depth levels to create a consistent playing surface, while ensuring decompaction of the infill is performed as needed.**
- **Regularly clean the turf to get rid of debris, sanitize and disinfect the turf to protect the health of the players, water the turf to reduce temperature on hot days, maintain and test the surface hardness to protect against concussions.**
- **Conduct and complete thorough inspections of the field, conduct minor repairs (which will minimize playing hazards), apply a Contact Disinfectant spray to sanitized the turf (This will help fight off bacteria and pathogens that naturally develop during football season from things like sweat, cuts, wet equipment, etc.), eliminate debris and contaminants, brush the field to preserve its appearance, maintain and keep a log for all maintenance performed on that particular field, and provide copies to Ground Leadership.**
- **Vendors must provide before and after photos of each location after completion of each project and prior to submission of invoice.**

**Item #2 – PART VI: APPENDIX J- PRICING SCHEDULE**

- Please use the **\*revised** Appendix J excel sheet listed on our website; disregarding the original one that was listed. Cost to be provided in Column H **per location for initial year (+) three (3) additional years**. (In reference to posted Q & A # 26 and #27)
- Please disregard the Douglass MS/HS field prep location on the **\*revised** Appendix J excel sheet. The City of Memphis has the responsibility of caring for the park field. **(No cost to be provided)**
- Please ensure that an accessible digital copy of the **completed** **\*revised** Appendix J excel sheet is included separately on your USB when RFP is submitted

**Item #3 – QUESTIONS AND ANSWERS**

The following question was left unanswered as an oversight. Please see below for answer:

**9. If Small, Minority and Women-Owned Business participation is not required, are bidders still required to sign and return the Small, Minority and Women-Owned Business participation forms? Forms A, B, C, and good faith affidavits?**

**If the prime contractor is partnering with an SMWBE vendor for a joint venture, it is the prime contractor's responsibility to complete the SMWBE Joint Venture participation forms.**

Thank you,  
Procurement Services