

**City of Central  
State of Louisiana**

**REQUEST FOR QUALIFICATIONS AND PROPOSALS  
FOR CITY SERVICES**

**ADDENDA NO. 1  
April 1, 2011**

Amendments to Exhibit A Scope of Services

Amendment No. 1: Section 1.4.2 is hereby amended to read as follows:

CONTRACTOR shall retain all ~~publie~~ CITY records in digital form as directed by CITY, make public records available for inspection by the public and respond to all public records requests in conformance with Louisiana law, collect related fees in accordance with CITY's fee schedule, and remit funds to CITY.

Amendment No. 2: Section 1.4.3

CONTRACTOR shall provide a central location for the storage of CITY's ~~publie~~ records and other records in accordance with Louisiana law.

Amendment No. 3: Section 3.1.1 is hereby amended to read as follows:

CONTRACTOR shall maintain roadway drainage systems along approximately 275 miles of CITY owned roadways within CITY by cleaning or repairing catch basins and cleaning roadside ditches to facilitate proper drainage including erosion control, removal of silting in pipes and box culverts, catch basin repair and replacement, and removing and disposing of debris from bridge or box culverts. CONTRACTOR shall repair grading to proper level and set elevations of new drainage structures. CONTRACTOR shall inspect and schedule necessary repairs as required. A list of State and Parish roads which are not required to be maintained by CONTRACTOR is available on CITY's website, [www.centralgov.com](http://www.centralgov.com).

Amendment No. 4: Section 3.2 is hereby amended to read as follows:

CONTRACTOR shall maintain roadside ditches and medians which shall include but not be limited to the public right-of-ways adjacent to CITY owned roadways and on CITY's entry ways (Hooper Road and Greenwell Springs Road and medians). All litter and debris shall be removed from roadside ditches and medians and disposed of prior to mowing. Grass

areas shall be kept neat at all times with grass cut and vegetation trimmed. Areas around all sign poles, curbs and barriers shall be trimmed.

CONTRACTOR shall mow all areas listed on the CITY's website, [www.centralgov.com](http://www.centralgov.com) at least monthly from April 1<sup>st</sup> through November 30<sup>th</sup>. From December 1<sup>st</sup> through March 30<sup>th</sup>, grass shall be mowed, vegetation trimmed and litter removed and disposed of on an as needed basis.

CONTRACTOR shall inspect visibility within sight triangles at intersection right-of-ways monthly and perform any maintenance necessary to preserve visibility of traffic signs and signals. CONTRACTOR shall maintain other CITY owned right-of-ways as requested by mayor or his designee.

CONTRACTOR may, only with CITY's approval, use herbicide treatment on the street right-of-ways, drainage ditches, and around street traffic poles and guard rail barriers within CITY. CONTRACTOR may not block any public roadway without prior approval.

Amendment No. 5: Paragraph 1 of Section 3.3 is hereby amended to read as follows:

CONTRACTOR shall assign personnel to inspect roads and right-of-ways for litter and debris, and shall remove and dispose of litter and debris from CITY's roads and right-of-ways at least monthly.

Amendment No. 6: Paragraph 1 of Section 3.5 is hereby amended to read as follows:

CONTRACTOR shall maintain an estimated 275 miles of roadways within CITY including streets, concrete, curbs and gutters. Maintenance shall include concrete, curb and gutter repairs, pothole repairs and non-roadway patching within CITY's right-of-ways. All pothole repairs shall be squared off as much as possible and properly filled in with an asphalt hot mix material and compacted. Only ~~When~~ asphalt mix is not readily available due to weather conditions, may CONTRACTOR use ~~shall have~~ a cold mix product available for pothole repair.

Amendment No. 7: Section 3.11.2 is hereby amended to read as follows:

CONTRACTOR shall prepare for and respond to natural and man-made debris generating events including but not limited to storms or other inclement weather. For any emergency not declared as a state of emergency by the Governor of Louisiana or federal government, CONTRACTOR shall be solely responsible for debris removal and disposal.

Amendment No. 8: Section 5.10 is hereby amended to read as follows:

CONTRACTOR shall review and approve ~~commercial~~ and residential plans.

#### Exhibit B Scope of Services

Amendment No. 1: Section 3.1.4.2 is hereby amended to read as follows:

CONTRACTOR shall retain all ~~public~~ CITY records in digital form as directed by CITY, make public records available for inspection by the public and respond to all public records requests in conformance with Louisiana law, collect related fees in accordance with CITY's fee schedule, and remit funds to CITY.

Amendment No. 2: Section 3.1.4.3 is hereby amended to read as follows:

CONTRACTOR shall provide a central location for the storage of CITY's ~~public~~ records and other records in accordance with Louisiana law.

Amendment No. 3: Section 3.3.1.1 is hereby amended to read as follows:

CONTRACTOR shall maintain roadway drainage systems along approximately 275 miles of CITY owned roadways within CITY by cleaning or repairing catch basins and cleaning roadside ditches to facilitate proper drainage including erosion control, removal of silting in pipes and box culverts, catch basin repair and replacement, and removing and disposing of debris from bridge or box culverts. CONTRACTOR shall repair grading to proper level and set elevations of new drainage structures. CONTRACTOR shall inspect and schedule necessary repairs as required. A list of State and Parish roads which are not required to be maintained by CONTRACTOR is available on CITY's website, [www.centralgov.com](http://www.centralgov.com).

Amendment No. 4: Section 3.3.2 is hereby amended to read as follows:

CONTRACTOR shall maintain roadside ditches and medians which shall include but not be limited to the public right-of-ways adjacent to CITY owned roadways and on CITY's entry ways (Hooper Road and Greenwell Springs Road and medians). All litter and debris shall be removed from roadside ditches and medians and disposed of prior to mowing. Grass areas shall be kept neat at all times with grass cut and vegetation trimmed. Areas around all sign poles, curbs and barriers shall be trimmed.

CONTRACTOR shall mow all areas listed on the CITY's website, [www.centralgov.com](http://www.centralgov.com) at least monthly from April 1<sup>st</sup> through November

30<sup>th</sup>. From December 1<sup>st</sup> through March 30<sup>th</sup>, grass shall be mowed, vegetation trimmed and litter removed and disposed of on an as needed basis.

CONTRACTOR shall inspect visibility within sight triangles at intersection right-of-ways monthly and perform any maintenance necessary to preserve visibility of traffic signs and signals. CONTRACTOR shall maintain other CITY owned right-of-ways as requested by mayor or his designee.

CONTRACTOR may, only with CITY's approval, use herbicide treatment on the street right-of-ways, drainage ditches, and around street traffic poles and guard rail barriers within CITY. CONTRACTOR may not block any public roadway without prior approval.

Amendment No. 5: Paragraph 1 of Section 3.3.3 is hereby amended to read as follows:

CONTRACTOR shall assign personnel to inspect roads and right-of-ways for litter and debris, and shall remove and dispose of litter and debris from CITY's roads and right-of-ways at least monthly.

Amendment No. 6: Paragraph 1 of section 3.3.5 is hereby amended to read as follows:

CONTRACTOR shall maintain an estimated 275 miles of roadways within CITY including streets, concrete, curbs and gutters. Maintenance shall include concrete, curb and gutter repairs, pothole repairs and non-roadway patching within CITY's right-of-ways. All pothole repairs shall be squared off as much as possible and properly filled in with an asphalt hot mix material and compacted. Only ~~When~~ asphalt mix is not readily available due to weather conditions, may CONTRACTOR use shall have a cold mix product available for pothole repair.

Amendment No. 7: Section 3.3.11.2 is hereby amended to read as follows:

CONTRACTOR shall prepare for and respond to natural and man-made debris generating events including but not limited to storms or other inclement weather. For any emergency not declared as a state of emergency by the Governor of Louisiana or federal government, CONTRACTOR shall be solely responsible for debris removal and disposal.

Amendment No. 8: Section 3.5.10 is hereby amended to read as follows:

CONTRACTOR shall review and approve ~~commercial and~~ residential plans.

Amendment No. 9: Section 9.3 is hereby amended to read as follows:

This CONTRACT ~~is not~~ shall become effective upon signature of the Mayor; however, funding of services is subject to approval until approved by the Council for the City of Central in a public meeting. Any ~~renewal or extension of this CONTRACT shall become effective upon signature of the Mayor; however, funding of services is subject to approval until approved~~ by the Council for the City of Central.