



The Woodlands Township

2026-2028 Emergency Tree and Debris Removal Bid

Addendum 1

September 12, 2025

Note: This Addendum shall be included as part of the Bid Form Documents. Acknowledge receipt of this Addendum in the space provided on the Bid Form and on the Bid Tabulation. Failure to do so may subject the Bidder to Disqualification.

RESPONSE TO BIDDERS QUESTIONS/CLARIFICATIONS

1. Section 3 - Instructions; Line 3.2; page 4

~~INTERPRETATIONS AND ADDENDA- All questions about the meaning or intent of the Bidding Documents and the Contract Documents shall be submitted in writing to Mark Honore, Streetscape Superintendent at mhonore@thewoodlandstownship-tx.gov. Interpretations, questions, or clarifications will be considered by the Township and if necessary be responded to by issuance of an Addendum. All questions are to be received no later than Tuesday, September 9, 2025, at 5:00 p.m. CST. Only answers issued by Addenda will be binding. All addendums will be posted on The Woodlands Township website <http://www.thewoodlandstownship-tx.gov/bids>~~

INTERPRETATIONS AND ADDENDA- All questions about the meaning or intent of the Bidding Documents and the Contract Documents shall be submitted in writing to Mark Honore, Streetscape Superintendent at mhonore@thewoodlandstownship-tx.gov. Interpretations, questions, or clarifications will be considered by the Township and if necessary be responded to by issuance of an Addendum. All questions are to be received by no later than Tuesday, September 16, 2025, at 5:00p.m. CST. Only answers issued by Addenda will be binding. All addendums will be posted on The Woodlands Township website <http://www.thewoodlandstownship-tx.gov/bids>

2. Section 3 - Instructions; Line 3.3; page 5

~~Sealed bids, addressed to The Woodlands Township, 8203 Millennium Forest Dr, The Woodlands, Texas 77381, Attention: Mark Honore, Streetscape Superintendent, must be received at the above address no later than Tuesday, September 16, 2025, 2025 at 1:00 p.m. CST for furnishing all labor, materials, supplies, equipment, licensing, supervision and performing all work necessary to provide Township tree removal services based on the bid documents in The Woodlands Township, Montgomery and Harris Counties, Texas. Bids shall be submitted in sealed envelopes using the blank Proposal forms furnished with this bid package. No electronic bids or email bids will be accepted.~~

Sealed bids, addressed to The Woodlands Township, 8203 Millennium Forest Dr, The Woodlands, Texas 77381, Attention: Mark Honore, Streetscape Superintendent, must be received at the above address no later than Tuesday, September 23, 2025, at 1:00 p.m. CST for furnishing all labor, materials, supplies, equipment, licensing, supervision and performing all work necessary to provide Township tree removal services based on the bid documents in The Woodlands Township, Montgomery and Harris Counties, Texas. Bids shall be submitted in sealed envelopes using the blank Proposal forms furnished with this bid package. No electronic bids or email bids will be accepted.

3. Section 3 - Instructions; Line 3.9; page 5

~~Performance/Payment Bond—Contractors are required to provide The Woodlands Township with a performance/payment bond that is calculated at a flat rate of \$2,500.00 per person designated in the Contractor's proposed Staffing and Operation Plans. The flat rate bond shall be paid in the full amount of the contract prior to commencement of work, with premiums fully paid in advance by the contractor. The bonds will be on forms and drawn on sureties acceptable to The Woodlands Township and are included in the total project cost(s). See attached for sample of Performance Bond. The performance bond must be obtained each year of the contract.~~

Performance Bond - Contractors are required to provide The Woodlands Township with a \$15,000 performance bond. This \$15,000 bond is calculated as a flat rate of \$2,500.00 per person for the minimum six (6) staff members required. The bond will be fixed at \$15,000 even if you can provide additional crews/staff (Contractor's proposed Staffing and Operation Plans will still be a deciding factor in awarding the contract). The flat rate bond shall be paid in the full amount of the contract prior to commencement of work, with premiums fully paid in advance by the contractor. The bonds will be on forms and drawn on sureties acceptable to The Woodlands Township and are included in the total project cost(s). Contractors will invoice the Township for the full cost of the Performance Bond and submit the original for the Township's files. See attached for sample of Performance Bond. The performance bond must be obtained each year of the contract and will only be called/executed for failure to appear. For subsequent years, the bond amount would be evaluated and adjusted based on the previous year's performance and project scope. It would default back to \$15,000 if no events occur the previous year.

4. Is a Payment Bond needed for this contract?

No, a Payment bond is not needed for this contract. This has been amended and attached in the ITEM 3

5. Can you confirm that for the bid submission, all we need is either a \$5,000 cashiers check OR a \$5,000 bid bond, nothing else related to bonding at this point in time?

Yes, for the bid submission, either a \$5,000 cashiers check OR a \$5,000 bid bond is needed. The Performance Bond won't be needed until the contract is awarded.

6. We do not need the \$2,500 per person performance/payment bond until after award, correct? In other words, that is not part of the bid submission, correct?

Yes, the Performance bond language has changed, SEE ITEM 3, and is not part of the Bid submission, SEE ITEM 5.

7. Is the hourly rate paid only for the time spent on site each day, or are we allowed to charge for any travel time to and from the job site?

Hourly Rate will start when the contractor is on site, no travel time will not be billable.

8. Since bonding clarification is being requested, is it possible to receive a few day extension to the due date, considering that by the time the answers to these questions are released, we will have less than 1 week to get bonding in place?

Yes, the due date is being pushed back to September 23, 2025 at 1:00 p.m. CST

9. The bid says that "daily rates will be based on a 10-hour day". Does that mean we must be onsite for 10 hours, or does that 10 hours include any drive time to and from the site?

The 10 hour day does not include drive time.

10. The bid says that "daily rates will be based on a 10-hour day". Does that mean we must be onsite for 10 hours, or does that 10 hours include any drive time to and from the site?

Yes, leave the line item blank if you do not plan on providing the service/equipment. Your Operation plan and Equipment list should note if an item is owned or if it is a rental. If a service/equipment item is listed, it will be expected to be available. NOTE: Rentals will be limited during these events.

11. Wondering if any of the documents on the Addenda are due tomorrow?

Addenda will be posted 9/12/2025

12. Can you please update me as to when the answers to submitted questions for the 2026-2028 Emergency Tree and Debris Removal procurement will be released and let me know if the due date will be extended?

SEE ITEMS 1, 2 and 11

13. Just requesting clarification on this. On page 10 section 29 it states the contractor must be able to furnish the following services. When I ask you if we had to supply pricing for all items on this list you indicated we did not, i.e. if we would not be supplying a grapple trailer just list it as N/A. Is this correct or do we need to list pricing of ALL non-routine equipment to qualify for this contract?

Leaving Items blank will not disqualify a bidder. It will just determine a contractors capabilities.

This Addendum must be *Signed & Returned* with your bid.

Signature

Name (please print)

Date

Company

Email address