

COUNTY OF BERKS

Purchasing Department

Berks County Services Center, 633 Court Street, Reading, PA 19601
Tel: 610-478-6168 Fax: 610-898-7404

George Rodrigues, Director of Contracts and Procurement

NOTICE TO BIDDERS

Amendment #1 Issued on June 17, 2026

Re: Invitation to Bid #26-11-AA Tree Planting Services

This Amendment should consist of a total of 3 pages. If you have not received this Amendment in its entirety, please contact the County of Berks Purchasing Department at (610) 478-6168.

The County hereby amends the above noted Invitation to Bid (ITB) as indicated herein. All other details of the ITB remain unchanged. **Language that is underlined denotes that which has been added. Language that has been stricken denotes that which is hereby removed.**

Where conflict exists between these responses and information in the original ITB package, the responses shall prevail.

A pre-bid conference was held at Gring's Mill, located at 2083 Tulpehocken Road, Reading, Pennsylvania, 19610, on Monday, June 15, 2026, at 10:00 A.M. The following individuals and companies were represented at the meeting:

<u>Name</u>	<u>Entity</u>
Kevin Weber	Bartlett Tree Experts
Andy Auchenbach	Newcastle Lawn and Landscape
Dan Macrina	Newcastle Lawn and Landscape
Brendan Lederer	Berks County Parks Department
Sophia Donahue	Berks County Parks Department
Daniel Roe	Berks County Parks Department
Brian Evans	Berks County Parks Department
Stephanie Kofke	County of Berks
Amber Axon-Good	County of Berks

Several key points were reviewed by the Purchasing Department at the beginning of the pre-bid meeting. They were:

1. As per Section One, Instruction to Bidders, Clause 1.5.1 submit all questions in writing to the County point of contact, as detailed therein. Deadline for questions is 20 days prior to deadline for receipt of bids.
2. As per Section One, Instructions to Bidders, Clause 1.5.1 an amendment will be issued to respond to any and all questions and clarifications submitted and/or identified as needed by the County. Questions answered, or responses not set forth in an amendment shall not be valid and binding upon the County.

3. Section One, Instructions to Bidders, Clause 1.3 refers to the deadline for receipt of bids. The County Controller's clock shall be considered the official time. There shall be no exceptions to the Bid Deadline.
4. Insurance: Review Attachment H, Clause 9, for the minimum insurance requirements. Carefully review this with your insurance broker to ensure you meet all of the limits and endorsements identified.
5. Review the second page of the Bid Form. There is a listing of documents that must be submitted with each bid. Use this listing as a checklist to ensure you have a compliant bid submission.
6. Sign up for eAlerts on the Purchasing page of www.berkspa.gov

Following is a list of questions asked at the pre-bid meeting, and the County's response to each question, as well as clarifications addressed. The responses to these questions form an integral part of the ITB package and these responses may alter a Contractor's responsibilities in submitting a bid. Where conflict exists between these responses and information in the original ITB package, the responses shall prevail.

Question 1:

When will exact locations of plantings be provided?

- A1. Once the project begins, exact locations will be provided to the supplier awarded the contract.

Question 2:

Will there be an issue for vehicle access at any of the locations?

- A2. No, vehicle access will not be an issue.

Clarification 1:

Part 1 - Introduction and General Instructions

1.1 Purpose of Invitation to Bid

This Invitation to Bid ("ITB") sets forth the terms and conditions under which a successful Bidder shall be obligated to furnish all labor, materials, equipment, and supervision necessary to supply and install trees at locations designated by the Berks County Parks Department and the County of Berks Facilities Department as further detailed in the specifications ("Goods and Services"), through sealed bids (each a "Bid") and which are requested by the County of Berks (hereinafter "County"), a municipal corporation with its principal office in Reading, Pennsylvania. If the County elects to make an award to the lowest responsive, responsible Bidder for the Goods and Services, the Form of Agreement and General Conditions included as Attachment H to this ITB as well as all documents incorporated therein shall form the entire agreement between the County and the successful Bidder ("Agreement").

Clarification 2:

Part 2 - Technical Specifications

1. Summary

This section of the ITB describes the County's requirements for Tree Planting Services at locations designated by the Berks County Parks Department and the Facilities Department. The work includes tree procurement, delivery, planting, soil amendments, staking (if required), mulching, initial watering, cleanup, and warranty replacement.

Clarification 3:

Part 2 - Technical Specifications

3. Materials

3.1.3. Cultivars and ornamental selections are not permitted unless explicitly approved in writing by the Berks County Parks Department and the Facilities Department.

Clarification 4:

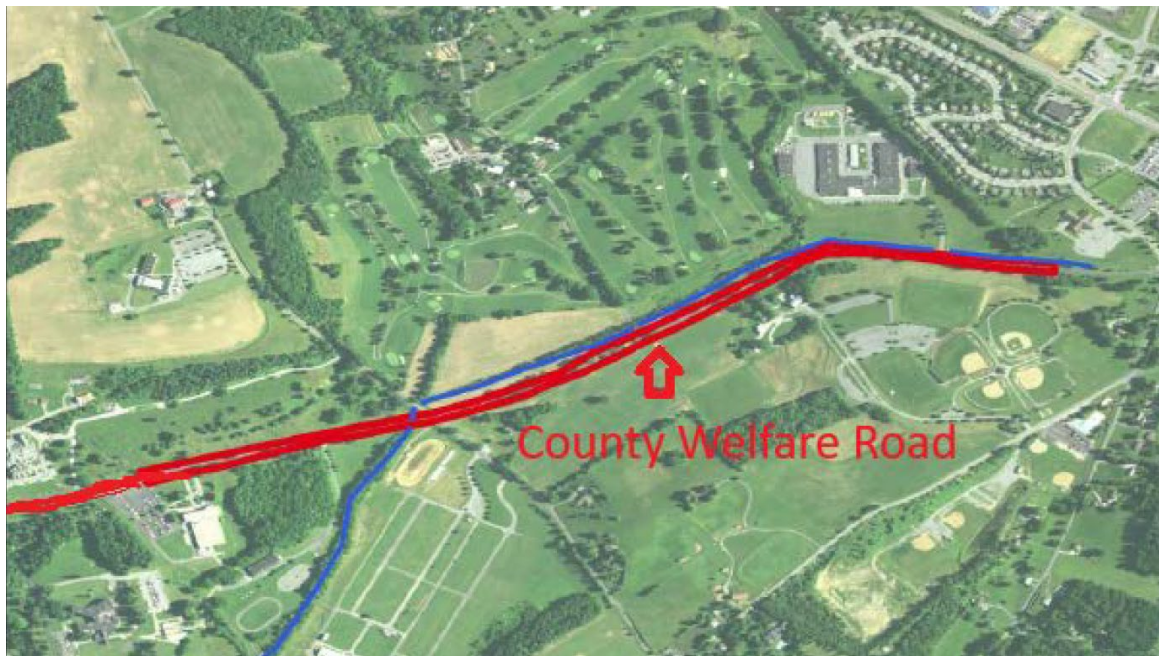
Part 2 - Technical Specifications

9. Inspections and Acceptance

9.1. All work shall be subject to inspection by the Berks County Parks Department and the Facilities Department. Trees failing to meet specifications may be rejected at delivery or after planting and shall be replaced at no cost to the County.

Clarification 5:

Attachment L - Tree Planting Maps



Should you have any questions regarding this Amendment, please contact Amber Axon-Good, Buyer, via phone at (610) 478-6168 ext. 6272 or via email at aaxon-good@berkspa.gov.