



**ARLINGTON COUNTY, VIRGINIA  
OFFICE OF THE PURCHASING AGENT**

**INVITATION TO BID NO. 24-DHS-ITB-572**

**ADDENDUM NO. 1**

Arlington County Invitation to Bid No. 24-DHS-ITB-572 for Residential Moving Services is amended as follows:

**A. THE SOLICITATION HAS THE FOLLOWING UPDATES:**

1. UPDATE: The correct Procurement Officer's email address has been updated as follows: [jiturralde1@arlingtonva.us](mailto:jiturralde1@arlingtonva.us).

2. REPLACE: Section I, Provision 21 "METHOD OF AWARD" has been updated as follows:

The County will award the contract to the lowest responsive and responsible Bidder determined by The Grand Total Bid Price in Attachment 1 – Pricing Schedule. The pricing schedule must be completed in its entirety to be considered responsive.

3. REPLACE: Section II, Section E "PERSONNEL," Item 5 has been updated as follows:

Drivers and vehicles involved in moving/ relocation services pursuant to this Scope of Services shall possess all necessary licenses and certifications as required by law in the Commonwealth of Virginia.

4. ADD: Attachment 1 has been replaced in its entirety with an updated Attachment 1. The unit of measure has been updated for line items 18 – 21.

5. ADD: Attachment 5 – The w9 form. This form must be completed and submitted along with your proposal. The information in the proposal form must be consistent with the w9 submitted.

**B. The County has received questions in response to this solicitation. The questions and responses are as follows:**

**Question 1. Is the unit of measure for storage units supposed to be month (MO) versus HR (hourly)?**

**Answer 1.** The unit of measure for line items 18 – 21 have been updated. Reference updates in section A above.

**Question 2.** Section 2 Scope of Services Part E Personnel Item 5 "Drivers who are performing moving/relocation services shall have valid drivers' CDL and all other necessary equipment licenses" Is having a driver with CDL a contract requirement? It is not legally required in our case being a Northern VA based company operating locally with trucks less than 26 feet. We can certainly complete these moves with our box trucks without CDL drivers. Thank you.

**Answer 2.** This requirement has been revised. Reference updates in Section A above.

The balance of the solicitation remains unchanged.

Arlington County, Virginia



Javier Iturralde, CPPO, CPPB  
Procurement Officer

**RETURN THIS PAGE, FULLY COMPLETED AND SIGNED, WITH YOUR BID:**

**BIDDER ACKNOWLEDGES RECEIPT OF ADDENDUM NUMBER 1.**

**FIRM NAME:** \_\_\_\_\_

**AUTHORIZED SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_