



ATTENDANCE and MINUTES

- BID OPENING PRE-BID/PROPOSAL CONFERENCE SITE VISIT
 PRESENTATION MANDATORY MANDATORY
 NON-MANDATORY NON-MANDATORY

BID/RFP NUMBER: 23-DES-ITBPW-448

DATE: December 20, 2022

BID/RFP TITLE: 12th Floor Courthouse Renovation

COUNTY CONTACT: Sy Gezachew

TELEPHONE: 703.228.0649

Name	Email	Firm
Sy Gezachew	sgezachew@arlingtonva.us	Arlington County
Michael Manos	mmanos@arlingtonva.us	Arlington County
Marcel Courtillet	mcourtillet@rzi.onmicrosoft.com	RZJAMES Construction
Tom Lemmon - RASco, Inc.	tlemmon@rascoengineers.com	RASco, Inc.
Joshua Howe	joshua.howe@junipercon.com	Juniper Construction Co., Inc.
Craig Mills	cmills@atlamllc.com	Atlam LLC
Mark Thifault	mthifault@arlingtonva.us	Arlington County

Minutes

1. Introductions:
2. Disclosure: Oral representations made at the pre-proposal conference are not binding upon the County.
3. SCC Registration required for award.
4. Any questions asked today, please submit to Vendor Registry by the question deadline for a formal response from the County.
5. All Communications during the process must go through the Purchasing Office
6. Important Dates:

ITB No 23-DES-ITBPW-448 – TENTATIVE SCHEDULE

ITB ISSUANCE	December 7, 2022
PRE-BID CONFERENCE (Optional)	December 20, 2022 at 3:00 p.m.
SITE VISITs (Optional)	Dec 21 at 10-12pm & Dec 22 at 1 -300pm
QUESTION DEADLINE	January 7, 2023 at 5:00 p.m.
BIDS DUE	January 19, 2023 at 11 a.m.
CONTRACT AWARD	TBD

7. Prevailing Wage discussions

The wage determination incorporated into the bid solicitation and related contract award establishes the wages rates and fringe benefit rates which DOLI has determined to be prevailing in a given area for a particular type of construction.

After the award of the contract, but before contract execution, the County will resolicit DOLI for the same report to determine if there has been a change in the rates since the bid solicitation was advertised. If there has been any changes to the rates, we will provide these new rates to the awardee for the purpose of adjusting the line items/unit prices which may have been affected due to change in such rates. The awardee will be required to provide documentation to substantiate this change. In no case shall the awardee's profit margin as established by the original bid increase due to the increase in labor rates per the wage determination report. Contractor may not increase any unit or lump sum pricing except as indicated above.

We suggest that all bidders review the contract form attached to the solicitation bid as early as possible, so no time is lost after the award.

- All contractors and their subs will be responsible for meeting / exceeding prevailing wages as provided by Virginia DOLI and included in the bid documents.
- All certified payrolls are to be submitted through the eComply reporting system. Training will be provided to all contractors in advance of the work starting -- the vendor prefers to do these roughly a week prior so that the information is fresh once reporting begins.
- Daniel Stern will review all certified payrolls and contact contractors with any findings. He will also perform site interviews with employees to be checked against corresponding payrolls for accuracy.
- You can direct any questions about prevailing wage or reporting to Daniel Stern at dstern@arlingtonva.us or 703-228-0627.

8. Discussion:

It's 12th floor renovation of the courthouse, which is the judges chambers. We're adding a lot of security and door features as well as a couple offices additions. This is a nights and weekend only jobs and we'll be working with the successful contractor to establish how much they wanted to work nights or weekends or how we want to get that done.