



Arlington County Facilities Design and Construction

Pre-Application Conference May 21, 2024

RFQ No. 24-DES-RFQ-638

BALLSTON-MU METRORAIL STATION WEST ENTRANCE

Agenda

- 01** Introductions and Attendance
- 02** Solicitation Overview
- 03** FD&C Overview
- 04** Questions

Introductions and Attendance

Tomeka Price Arlington County Department of Management and Finance	Sy Gezachew Arlington County Department of Management and Finance	Mohammad Niaz Arlington County FD & C
Robin McElhenny Arlington County FD & C	Edward Sanders Jr. Arlington County FD & C	Kennex Sevilla Arlington County FD & C

- **ATTENDANCE**
 - **If your firm did not previously provide your name, company, phone number, and email, please enter it in the chat function.**

Solicitation Overview

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Solicitation Overview

RFQ is first step in a two-step process



All Communications during the process must go through the Purchasing Office



Key Dates

- Questions Deadline (in Vendor Registry) – May 28, 2024, at 5 p.m.
- Applications due – June 17, 2024, at 1 p.m.

Solicitation Overview: Key Excerpts

- Note: It is the responsibility of each Applicant to review the RFQ in its entirety and ask any questions they may have.

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4. PREVAILING WAGE CONTRACT FOR CONSTRUCTION SERVICES

The construction services resulting from the subsequent RFP are subject to Prevailing Wage provisions covered under Article 4-104 of the Arlington County Purchasing Resolution. All employees of any contractor or any subcontractor working on the contract shall be paid wages, salaries, benefits, and other remuneration at or above the craft or trade category prevailing wage rate indicated by Virginia Commissioner of Labor and Industry (DOLI) and as listed in the contract. The County will request from DOLI a wage determination at solicitation posting and a final wage determination at contract award. If the final wage determination changes at contract award, the Applicant shall submit their revised proposal pricing to comply with the final wage determination from DOLI. By submitting a response to the solicitation, the Applicant certifies that it will comply with this provision and will ensure that its subcontractors, if any, also comply with the prevailing wage provisions. (Refer to draft Contract Terms and Conditions for further Prevailing Wage details specific to this solicitation/contract.)

5. VIRGINIA CONTRACTOR LICENSE

For all work that is classified as being performed by "Contractors" as defined by the Virginia State Board for Contractors, a Class A License is required. The Offeror awarded the contract resulting from this solicitation is required under Title 54.1, Chapter 11, Code of Virginia, as amended, to be licensed as a "CLASS A CONTRACTOR."

For further information, contact the State Board for Contractors, 2 South Ninth Street, Richmond, VA 23219, (804) 367-8511.

6. NOTICE REQUIRED OF SUBSTANTIAL CHANGES IN BONDING STATUS

If an Applicant experiences a material change in its bonding status or corporate structure after applying for prequalification and before the award of the contract for the Project, if applicable, the Applicant must notify the County of the change in writing within five business days. If the Applicant fails to do so, the County may rescind the Applicant's prequalification or reject the Applicant's proposal.

7. AUTHORITY TO TRANSACT BUSINESS

Any Applicant organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership must be authorized to transact business in the Commonwealth of Virginia as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the Code of Virginia, or as otherwise required by law. The proper and full legal name of the entity and the identification number issued to the Applicant by the Virginia State Corporation Commission must be included on the Proposal Form. Any Applicant that is not required to be authorized to transact business in the Commonwealth must include in its proposal a statement describing why the Applicant is not required to be so authorized. The County may require an Applicant to provide documentation that 1) clearly identifies the complete name and legal form of the entity and 2) establishes that the entity is authorized by the State Corporation Commission to transact business in the Commonwealth of Virginia. Failure of an Applicant to provide such documentation will be grounds for rejection of the proposal or cancellation of any award. For further information, refer to the Commonwealth of Virginia State Corporation Commission website at www.scc.virginia.gov.

8. NOTICE OF PREQUALIFICATION DECISION

When the County has made a decision in regards to prequalifying the Applicants, the County will send a Notice of Prequalification Decision to all Applicants using the e-mail addresses provided on the Application Form.

Solicitation Overview: Key Excerpts continued

- Note: It is the responsibility of each Applicant to review the RFQ in its entirety and ask any questions they may have.

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III. APPLICATION REQUIREMENTS

1. GENERAL

APPLICATIONS MUST BE SUBMITTED FULLY EXECUTED. FAILURE TO SUBMIT AN APPLICATION WITH A FULLY COMPLETED PROPOSAL FORM USING THE APPLICATION FORM PROVIDED IN THIS SOLICITATION MAY BE CAUSE FOR REJECTION OF THE APPLICATION. THE APPLICATION FORM MUST BE SIGNED BY A PERSON LEGALLY AUTHORIZED TO BIND THE APPLICANT.

The Application must address the Application Submittal Elements below, in the order listed, and must not exceed the stated page limitations. The Application must be single-spaced, and the type size must not be less than 10-point.

2. APPLICATION FORM SUBMISSION

The submitted Application Form must be signed and fully executed. The Application Form must be submitted electronically via Vendor Registry no later than the date and time specified in this solicitation. The Vendor Registry system will not accept responses after the close date and time. **The County will not accept emailed or faxed applications.**

The Applicant name on the electronic application submittal shall be the same as the Contractor/Vendor name as the registration in Vendor Registry for the upload to be considered a valid response. **ONLY ELECTRONIC SUBMISSION IS ALLOWED; NO APPLICATION SUBMITTED OTHER THAN A VENDOR REGISTRY ELECTRONIC UPLOAD WILL BE ACCEPTED. Arlington County is not responsible for late submissions, missed Addendums, or questions not submitted before the end date and time.**

Timely submission is solely the responsibility of the Applicant. The Vendor Registry System will not accept applications after the publicly posted date and time. An application may be rejected if the Application Form is not signed in the designated space by a person authorized to legally bind the Applicant.

Applications and all documents uploaded/submitted to Arlington County by an Applicant become the property of the County upon receipt.

The County may reject any application that modifies or supplements the solicitation requirements.

3. APPLICATION STANDARDS

Applications submitted in response to this solicitation should be accurate, grammatically correct, and not contain spelling errors. Submitted applications must contain the following sections listed in the order below:

- I. APPLICATION FORM
- II. PREQUALIFICATION STATEMENT
- III. PROPOSED PROJECT TEAM
- IV. SURETY STATEMENT
- V. PROJECT SPECIFIC QUALIFICATIONS
- VI. STATEMENT REGARDING JUDGMENTS
- VII. STATEMENT REGARDING COMPLIANCE
- VIII. STATEMENT REGARDING CONVICTIONS
- IX. STATEMENT REGARDING DEBARMENTS
- X. VIRGINIA CONTRACTOR LICENSE

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FD&C Overview

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PROJECT DESCRIPTION

To prequalify a Design Builder (“DB”) who will then be eligible to submit a proposal to design and construct a street entrance and an underground passage leading to a mezzanine. The street entrance and an underground passage leading to a mezzanine, which will be in the west service area of the station and at the west end of the station vault. The street entrance will be connected to the passageway with stairs and elevators. The passageway will include a fare collection area and other facilities. The passageway will enter the station at the west service area of the station and then through the station end wall to a new mezzanine. There will be stairs and elevators from the mezzanine to the platform level. The DB shall design relocation of equipment presently located in the west service area of the station and complete demolition work necessary to reestablish the entrance well-way at the Ballston-MU Metrorail station, located at the intersection of North Fairfax Drive and North Vermont Street and provide construction administration services (“hereinafter referred to as the “Project” or “Ballston West Entrance”). The new entrance will impact the design relocation of equipment presently located in the west service area of the station. The entrance well-way was constructed with the construction of the Arlington Gateway building, located on the southwest corner of the Vermont St. / Fairfax Dr. intersection. Some demolition work will be necessary to reestablish the entrance well-way. The work will be done in phases:

- Phase 1 includes the part of the passage parallel with and adjacent to the proposed new building located at 4420 N. Fairfax Drive.
- Phase 2 includes taking the passageway under the eastbound lanes of Fairfax Drive to the station service rooms.
- Phase 3 includes the work inside the station itself.



05 Questions



Arlington County Government
Office of the Purchasing Agent
Non-Mandatory Pre-Application Conference Attendees List

FOR:

DATE & TIME:

PLACE:

BID/PROPOSAL

Ballston-MU Metrorail Station West Entrance
5/21/2024 - 9:00 a.m. Non-Mandatory Pre-Application
Conference
Microsoft Teams Meeting
24-DES-RFQ-638

PLEASE WRITE CLEARLY

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Phone #		Phone #	
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