

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

INVITATION TO BID NO. 21-DPR-ITBLW-623

**Non- Mandatory Pre-Bid Meeting
for
ITB 21-DPR-ITBLW-623, Grass Mowing and Turf Maintenance Services
via Microsoft Teams**

- Started @ 9:00 am. Meeting was recorded.
- Eight (8) vendors and three (3) Arlington County Government employees were in attendance.
- Introduction of Arlington County Employees
- Tomeka Price, Procurement Officer, reviewed the Invitation to Bid (ITB) 21-DPR-ITBLW-623 with emphasis on requirements and submission deadlines.
 - Please submit all question via Vendor Registry by the question deadline of May 25, 2021, at 5:00 p.m. **ELECTRONIC SEALED BIDS WILL BE RECEIVED ON June 9, 2021, AT 1:00 P.M. NO RESPONSES WILL BE ACCEPTED AFTER THE BID DUE DATE AND TIME.**
 - Review Section 16. For Bidders Qualification
 - Reviewed Method of Award: The County Reserves the Right to award to multiple Vendors.
 - Prior to the award of a contract resulting from this solicitation, Bidders are prohibited from contacting any County staff other than those assigned to the Office of the Purchasing Agent.
 - SCC registration is required to enter into an agreement but not to submit a bid response.
- Tomeka turned over the meeting to Lynda Kersey for overview of the Scope of Work. Lynda explained the project and highlighted the work to be done.
- Once Lynda completed the overview, Tomeka asked for questions.
 - When will the contract start? Will it be next year or this year?
A: Upon execution of the contract signatures from the County and the Contractor.
 - How long will it be before contract is awarded?
A: Bids are evaluated for responsiveness and responsible and a determination to award is made thereafter and posted to Vendor Registry.
 - Does the Project Manager have to have a consumer Services Certified Pesticide Applicator license?
A: An addendum may be forthcoming to address this question.
- Meeting was adjourned.

Sign-in sheet attached below.

 ARLINGTON VIRGINIA		Arlington County Government Office of the Purchasing Agent Non-Mandatory Pre-Bid Conference Attendees List	
		FOR:	<u>Grass Mowing and Turf Maintenance</u>
	DATE & TIME:	5/20/2021 @9:00am	
	PLACE:	Microsoft Teams Meeting App	
	BID	21-DPR-ITBLW-623	
<div style="font-size: 48px; opacity: 0.5; pointer-events: none;">Page 1</div>			
Name	Tomeka Price, Procurement Officer	Name	Ellen Pruden
Company	Arlington County Government	Company	JM of Northern Virginia
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Name	Makayla West	Name	Robert Craft
Company	Virginia Snow and Ice	Company	Davey Tree
E-mail	mwest@valandscapemgt.com	E-mail	Rob.Craft@davey.com
Phone #	540-940-9154	Phone #	
Name	Mike Bakatsias	Name	Vanesah Noechel
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Phone #		Phone #	
Name	Brenden Lowe	Name	Ryan Smith
Company	Davey Tree	Company	BrightView Landscape Services
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Phone #		Phone #	
Name	Courtnei Somerville	Name	
Company	See Somerville Solutions, LLC	Company	
E-mail	courtnei@seesomervillesolutions.com	E-mail	
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