

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

ADDENDUM NO. 1

Arlington County ITB No. 21-DES-ITB-596 for Moving Services is amended as follows:

- **All Bidders must use the Revised Bid Form to be deemed responsive (separate attachment).**
- The County received the following Questions:
 1. Question: Will specialty equipment be priced on a case by case basis?
Answer: If necessary, however, the Bid Form encompasses all equipment previously utilized for the services.
 2. Question: Reference: Section II Scope of Services, GENERAL REQUIREMENTS No.3. a. Each monitor must be packed in a separate box protected from damage. JK uses a proprietary protection system called Comp-U-Wrap® for moving your IT equipment. Each computer component is wrapped with layers of protective anti-static buffer bags that do not require the use of tape. Will this mode of transportation be acceptable?
Answer: Yes, the County would accept the packaging described.
 3. Question: Can you please add the following labor categories to the bid form? Project Manager, Packer, Forklift Operator, Storage Handling Fees, PC Peripheral Bags (if required), Bubble Wrap, Stretch Wrap, Packing Paper, Move Coordinator. Packing Paper.
Answer: The County has added a Move Coordinator to the revised bid form. The Contractor is responsible for packing materials, reference The Scope of Services, GENERAL REQUIREMENTS No.3 a: The Contractor must use their professional judgement in providing appropriate boxes (size and type) and packing materials.
 4. Question: On the Bid Form page 3 of 7; for the Tractor Trailer, Straight Truck & Pack Van; should price include Drivers. Also, for the storage facility fee, the County is requesting a price per week is this correct? or should it be per month per sq. ft.?
Answer: The Tractor Trailer, Straight Truck & Pack Van line items should not include the cost of a Driver. The County has added a Driver to the revised Bid Form. The storage facility fee is per week.

RETURN THIS PAGE, FULLY COMPLETED AND SIGNED, WITH YOUR PROPOSAL:

OFFEROR ACKNOWLEDGES RECEIPT OF ADDENDUM NUMBER 1.

FIRM NAME:

**AUTHORIZED
SIGNATURE:**

DATE:

The balance of the solicitation remains unchanged.

Arlington County, Virginia
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Procurement Officer
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