



## ATTENDANCE and MINUTES

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

BID/RFP NUMBER: 23-DES-RFP-410      DATE: October 7, 2022

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BID/RFP TITLE: Construction Inspection, Monitoring & Testing Services

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| Name                   | Email  | Firm                                  |
|------------------------|--|---------------------------------------|
| Michael Manos          | mmanos@arlingtonva.us  | Arlington County                      |
| Sy Gezachew            | sgezachew@arlingtonva.us   | Arlington County                      |
| Kelly Bisbano          | <a href="mailto:kbisbano@wdpa.com">kbisbano@wdpa.com</a>                         | WDP & Associates                      |
| Lisa Grill             | lgrill@wdpa.com  | WDP & Associates                      |
| Yuri Chandler          | ychandler@wdpa.com   | WDP & Associates                      |
| Brooke Burt            | <a href="mailto:bburt@Stevensonconsulting.net">bburt@Stevensonconsulting.net</a> | Stevenson Consulting, Inc.            |
| Myers, Shelly H        | Shelly.Myers@terracon.com  | Terracon                              |
| Joanna G. Kirby        | JKirby@universalengineering.com  | Universal Engineering Sciences        |
| Jane Lee (Guest)       | jlee@stevensonconsulting.net   | Stevenson Consulting, Inc.            |
| Lynn, David G          | David.Lynn@terracon.com  | Terracon                              |
| Mark Thifault          | mthifault@arlingtonva.us   | Arlington County                      |
| Ferman Ibrahim Jabbari | FJabbari@ecslimited.com  | Engineering Consulting Services (ECS) |
| Brooke Wenger          | bwenger@triadeng.com   | Triad Engineering, Inc.               |

### 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:

#### **RFP No. 23-DES-RFP-410 – TENTATIVE SCHEDULE**

|                                 |                    |
|---------------------------------|--------------------|
| RFP ISSUANCE                    | September 27, 2022 |
| OPTIONAL PREPROPOSAL CONFERENCE | October 7, 2022    |

|                                   |                                      |
|-----------------------------------|--------------------------------------|
| QUESTION DEADLINE                 | October 14, 2022 at 5:00 p.m.        |
| ADDENDUM ISSUANCE (if applicable) | October 18, 2022                     |
| <b>PROPOSALS DUE</b>              | <b>October 28, 2022 at 1:00 p.m.</b> |
| CONTRACT AWARD                    | TBD                                  |

COUNTY CONTACT: Sy Gezachew

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