



ATTENDANCE and MINUTES

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

BID/RFP NUMBER: 23-DES-ITBPW-631 DATE: June 7, 2023

BID/RFP TITLE: On-call Traffic Signal Construction & Maintenance

COUNTY CONTACT: Sy Gezachew TELEPHONE: 703.228.0649

Attendance

Table with 3 columns: Name, Email, Firm. Rows include Sy Gezachew, Joshua Nicholas, John Jefferson, Daniel Stern, Anup Kafle, Richard Yoder, Shane Smith, Thomas McFall, Steve Bartynski, and Cristal Coleman.

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-631 – TENTATIVE SCHEDULE

ITB ISSUANCE

May 26, 2023

PRE-BID CONFERENCE (Optional)	June 7, 2023 at 11am.
QUESTION DEADLINE	June 12, 2023 at 5:00 p.m.
BIDS DUE	June 21, 2023 at 2:30 p.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:

Two questions outlined below were asked by RE Lee, County's response in red,

Question 1 by R.E. LEE – On Supplementary Specification it calls to use Drawing No. 10594-21776 for pricing of the mast arm foundations, but on the bid posting, they have an attachment G which has a Drawing No. 17782-37108 for foundations, I just want to make sure we are using the one that was attached in the bid package because there's two conflicting sheet numbers.

County's Response: **Contractors are instructed to use Drawing No. 17782-37108 (Attachment G) for pricing mast arm pole foundation.**

9. Question 2 by R.E. LEE – Is the Contractor responsible for the survey and elevation grade or that will be handled by the County?

County's Response: Refer to Special Conditions, 4. STAKEOUT AND CUT-SHEETS, "The County will stakeout the work and provide cut-sheet along with all necessary construction layouts and establish all control lines, grades, and elevation prior to the Construction. The Contractor shall carefully preserve all the stakeouts and reference points, and in the case of destruction thereof by the Contractor or due to the negligence of the Contractor or of any subcontractor, the Contractor shall be responsible for re-staking the work. No additional payment to the Contractor shall be made for re-staking the work."