

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

**INVITATION TO BID NO. 24-DES-ITBLW-218**

**ADDENDUM NO. 1**

Arlington County (hereinafter referred to as the "County") invitation To Bid (ITB) No. 24-DES- ITBLW-218 for Arlington Water Pollution Control Plant Wet Wells Cleaning and Disposal of Materials is amended as follows:

- **THE SUMMARY OF THE NON-MANDATORY PRE-BID CONFERENCE HELD ON NOVEMBER 1, 2023 IS AS FOLLOWS:**

During the non-mandatory Pre-Bid Conference, the County reviewed the ITB and highlighted key information such as: key proposal deadlines; communication procedures (**i.e. all communication relating to the solicitation must be submitted via the "Submit a Question" function Vendor Registry; no outside communication is permissible**); requirement of a Virginia Contractor License; authority to transact business in the Commonwealth; proposal submission requirements; and provided a Water Pollution Control Plant and Project Overview. However, Offerors were reminded that each Offeror must review the ITB in its entirety and submit any questions they may have via Vendor Registry.

- **THE PRE-BID CONFERENCE POWERPOINT AND SIGN-IN SHEETS ON WEDNESDAY, NOVEMBER 1, 2023 AT 11:00 A.M. ARE ATTACHED.**
- **ATTACHMENT A: PRICE SCHEDULE HAS BEEN AMENDED TO ADD A LINE FOR "VACUUM TRUCK UTILIZATION" PER JOB. A REVISED COPY WILL BE LOADED IN VENDOR REGISTRY.**
- ***THE COUNTY HAS RECEIVED THE FOLLOWING QUESTIONS IN RESPONSE TO THIS ITB. QUESTIONS AND RESPONSES ARE INCLUDED BELOW.***

**QUESTION #1**

- a) The SOW indicates "Work to be performed under this Contract may include: • Vacuuming and cleaning of various sanitary tanks and wet wells, • Storm water catch basin vacuuming and cleaning, • Sanitary manhole vacuuming and cleaning, • Jetting of sanitary piping to remove build-up, forms of struvite, and • Storm-vector vacuuming and cleaning. Other than the first item there are no apparent line items for vacuuming, cleaning of catch basins, manholes, jetting of sanitary pipes. How are these to be priced?
- b) Additionally if manholes, sanitary and storm structures are to be cleaned, there are no sizes indicated, whether it cleaning is light or heavy. No line item for traffic control. No line items for disposal location and/or cost allowance etc.

**ANSWER #1:**

- a) These items are to be priced on an hourly basis, so there are no line items associated with them. Offerors should use the Labor Category and the hourly rate to price the items in Attachment A. Pricing Sheet.
- b) No traffic control is needed because all of the manholes, sanitary, and storm buildings are on County property. The labor category hourly rates per work should be used to determine the cost of cleaning manholes and sanitary structures. When the contractor is required to clean one of these structures, the estimate should be based on labor hours.

**QUESTION #2**

The solicitation indicates potential option years but nothing specific. What is/are the expected number of option years after the initial 12 month term?

**ANSWER #2**

The initial contract term is one year with four (4) twelve (12) month optional renewal periods which has potential to result into a five (5) year contract.

The balance of the solicitation remains unchanged.

Arlington County, Virginia  
Sheri Butler, MBA, PMP, DM  
Procurement Officer  
[sbutler@arlingtonva.us](mailto:sbutler@arlingtonva.us)

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

**BIDDER ACKNOWLEDGES RECEIPT OF ADDENDUM NUMBER \_\_\_\_\_.**

**FIRM NAME:** \_\_\_\_\_

**AUTHORIZED SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

# WET WELLS & STORAGE TANK CLEANING AND REMOVAL OF MATERIAL

1

ITB: 24-DES-ITBLW-218

*DES Water Pollution Control* **NOVEMBER 1, 2023**



**ARLINGTON**  
VIRGINIA

# AGENDA

- Attendance
- Introduction - Arlington County Personnel
- Pre-Bid Conference Information
- ITB Schedule
- Submission Requirements
- Scope of Work
- Insurance Requirements
- Questions

# ATTENDANCE

Please place the following information in the CHAT:

- Your Name
- Your Company Name
- Email address
- Phone Number

# ARLINGTON COUNTY PERSONNEL

Sheri Butler – DMF Procurement Officer

Aaron Bricco – Project Officer  
*WPCP Operations Specialist*

Alin Brasov – DES Contracts Program Manager

**\*\*Please contact Sheri Butler for all questions relating to this procurement.\*\***

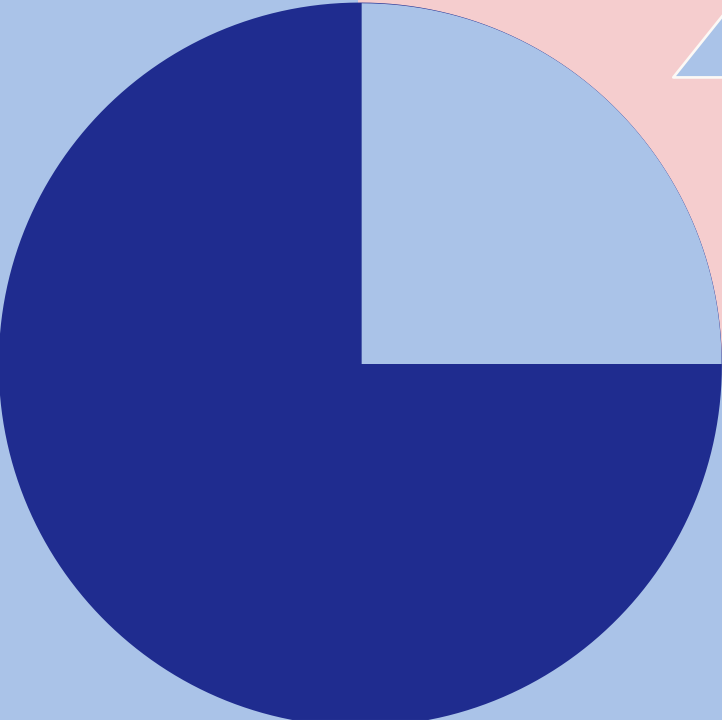
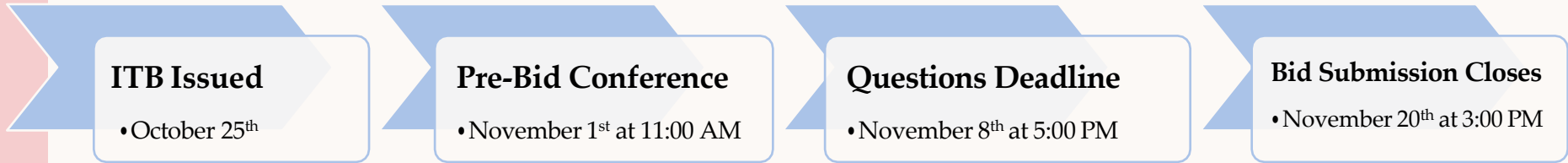
# PRE-BID CONFERENCE

**Attendance is not Mandatory.**

Per Solicitation – Page 3, Information for Bidders

- Only formal responses to questions issued by and Addendum to the ITB will be binding.
- Questions regarding the ITB Scope of Work and Submission Forms of this solicitation must be submitted in writing via Vendor Registry by **5:00 PM EST on November 8, 2023.**
- Responses to Questions will be posted by COB to Vendor Registry **November 10, 2023.**

# ITB SCHEDULE





# SUBMISSION REQUIREMENTS

1. Completed Bid Form
  - Attachments A-E (Pricing Sheet, Contact Information, Confined Space Certification Verification Form, and Contractor's Vehicle Requirements)
2. Copy of Class A License
3. The Bidder name on the electronic bid submittal shall be the same as the Contractor/Vendor name as the registration in Vendor Registry for the upload to be considered a valid bid. Only electronic submission is allowed, no bid submitted other than a vendor registry electronic upload will be accepted.
4. Arlington County is not responsible for late submissions, missed Addendums, or questions not submitted before the end date and time.  
(See Page 5 and the Bid Form on Page 43 of the Solicitation)

# BIDDER REQUIREMENTS



Bidders should provide 3 (three) references for similar services that have been provided by the Bidder within the past 5 (five) years.



Bidders must be registered in Vendor Registry to submit a question for this invitation to bid.



Bidders are prohibited from contacting any County staff other than those assigned to the Office of the Purchasing Agent.



All communications relating to this solicitation must be submitted online using Vendor Registry.

# INSURANCE REQUIREMENTS

- Before beginning work under the Contract, the Contractor must provide proof of the specific coverage requirements and limits applicable to this solicitation. (Paragraph 65. Insurance Requirements)

Workers Compensation - Virginia statutory workers compensation (W/C) coverage, including Virginia benefits and employer's liability with limits of \$500,000/500,000/500,000. The County will not accept W/C coverage issued by the Injured Worker's Insurance Fund, Towson, MD.

Commercial General Liability - \$1,000,000 per occurrence, with \$2,000,000 annual aggregate covering all premises and operations and including personal injury, completed operations, contractual liability, independent contractors, and products liability. The general aggregate limit must apply to this Contract. Evidence of contractual liability coverage must be typed on the certificate.

Business Automobile Liability - \$1,000,000 combined single-limit (owned, non-owned and hired).

Professional Liability/ Errors and Omission (E&O) - \$2 Million per occurrence/claim.

Environmental Impairment Liability, including coverage of on-site clean up - BI/PD \$3 Million per occurrence

Motor Carrier Act (MCS-90) and CA9948 (or equivalent) Endorsements - \$2 million BI/PD each accident, Uninsured Motorist.

Additional Insured – The County and its officers, elected and appointed officials, employees and agents must be listed as additional insureds on all policies except workers compensation and automotive and professional liability; and the additional insured endorsement must be typed on the certificate.

# SCOPE OF SERVICES

The primary purpose of the work is to provide cleaning services of wet wells, storage tanks, and sanitary piping as well as the disposal of waste materials removed. Arlington County reserves the right to add or remove locations as needed throughout the term of this contract.

The Contractor will clean wet wells at remote sewage pump stations, storage tanks, and sanitary piping at the Arlington County, Virginia Department of Environmental Services, Water Pollution Control Bureau (WPCB) wastewater treatment facility.

# SCOPE OF SERVICE

The cleaning operation is to include the physical removal of all material within the wet wells, tanks, and sanitary pipes.

Work to be performed under this Contract may include:

- Vacuuming and cleaning of various sanitary tanks and wet wells,
- Storm water catch basin vacuuming and cleaning,
- Sanitary manhole vacuuming and cleaning,
- Jetting of sanitary piping to remove build-up, forms of struvite, and
- Storm-vector vacuuming and cleaning.

# DISPOSAL OF MATERIALS

The disposal of all material from County properties is the responsibility of the Contractor. Dumping of these materials will be allowed at the WPCB dump pad located at 3135 South Fern Street, Arlington, VA 22202. Materials collected from Arlington County Government projects ONLY will be allowed to be disposed at the above location and only if coordinated in advance with the Project Officer. There is no cost to the Contractor for disposing/dumping at the WPCB site. Similarly, the contractor shall not charge the County any fees for the disposal services.

# QUESTIONS

For a question to be considered, the question **must** be entered in the Question Section of **ITB No. 24-DES-ITBLW-218 on Vendor Registry**.

# THANK YOU

Sheri Butler, Procurement Officer Email:

[slbutler@arlingtonva.us](mailto:slbutler@arlingtonva.us) Phone: (703)228-1895



**ATTACHMENT A PRICING SHEET**

| Item Nr.                            | Well nr. | Station Name and Address                          | Well Length | Well Height | Well Width | Average Depth of Sludge | Cleaning Frequency | Price by Project |
|-------------------------------------|----------|---|-------------|-------------|------------|-------------------------|--------------------|------------------|
| 1                                   | 1        | *Four Mile Run 3115 S. Fem St., Arlington, VA     | 13'.0"      | 18'.6"      | 11'.0"     | 4'.0"                   | Every 2 years      | \$               |
| 2                                   | 2        | *Four Mile Run 3115 S. Fem St., Arlington, VA     | 13'.0"      | 18'.6"      | 11'.0"     | 4'.0"                   | Every 2 years      | \$               |
| 3                                   | 3        | *Four Mile Run 3115 S. Fem St., Arlington, VA     | 13'.0"      | 18'.6"      | 11'.0"     | 4'.0"                   | Every 2 years      | \$               |
| 4                                   | 4        | *Four Mile Run 3115 S. Fem St., Arlington, VA     | 13'.0"      | 18'.6"      | 11'.0"     | 4'.0"                   | Every 2 years      | \$               |
| 5                                   | 5        | *Potomac Yards 3108 S. Eads St., Arlington VA     | 7'.6"       | 42'.0"      | 8'.4"      | 3'.0"                   | Every 2 years      | \$               |
| 6                                   | 6        | *Potomac Yards 3108 S. Eads St., Arlington VA     | 7'.6"       | 42'.0"      | 8'.4"      | 3'.0"                   | Every 2 years      | \$               |
| 7                                   | 7        | *Potomac Yards 3108 S. Eads St., Arlington VA     | 7'.6"       | 42'.0"      | 8'.4"      | 3'.0"                   | Every 2 years      | \$               |
| 8                                   | 8        | Roaches Run 550 Long Bridge Dr., Arlington VA     | 8'.8"       | 15'.0"      | 20'.0"     | 4''.0"                  | Every 2 years      | \$               |
| 9                                   | 9        | Roaches Run 550 Long Bridge Dr., Arlington VA     | 8'.8"       | 15'.0"      | 20'.0"     | 4''.0"                  | Every 2 years      | \$               |
| 10                                  | 10       | Kirkwood 1616 Kirkwood Rd., Arlington, VA         | 8'.8"       | 15'.0"      | 20'.0"     | 4''.0"                  | Every 2 years      | \$               |
| 11                                  | 11       | Kirkwood 1616 Kirkwood Rd., Arlington, VA         | 8'.8"       | 15'.0"      | 20'.0"     | 4''.0"                  | Every 2 years      | \$               |
| 12                                  | 12       | Windy Run 2500 N. Kenmore St., Arlington, VA      | 5'.6"       | 16'.0"      | 12'.6"     | 2'.0"                   | Every 2 years      | \$               |
| 13                                  | 13       | Windy Run 2500 N. Kenmore St., Arlington, VA      | 5'.6"       | 16'.0"      | 12'.6"     | 2'.0"                   | Every 2 years      | \$               |
| 14                                  | 14       | Dover Run 2801 N. Quebec St., Arlington, VA       | 8'.0"       | 8'.0"       | 16'.0"     | 1'.0"                   | Every 2 years      | \$               |
| 15                                  | 15       | Donaldson Run 2929 N. Military Rd., Arlington, VA | 8'.0"       | 16'.0"      | 29'.0"     | 2'.0"                   | Every 2 years      | \$               |
| 16                                  | 16       | Gulf Run 3611 N. Military Rd., Arlington, VA      | 8'.0"       | 16'.0"      | 29'.0"     | 2'.0"                   | Every 2 years      | \$               |
| 17                                  | 17       | Rivercrest 3560 N. 361h Rd., Arlington, VA        | 6'.7"       | 5'.2"       | 6'.2"      | 2'.0"                   | Every 2 years      | \$               |
| 18                                  | 18       | Palissades 2200 N. Scott St., Arlington, VA       | 60"         | 15'.0"      | -----      | 1'.0"                   | Every 2 years      | \$               |
| 19                                  | 19       | Riverwood 2770 N. Nelson St., Arlington, VA       | 60"         | 16'.0"      | -----      | 0'.6"                   | Every 2 years      | \$               |
| 20                                  | 20       | River Estates 3533 N. 36th St., Arlington. VA     | 60"         | 23'.0"      | -----      | 0'.6"                   | Every 2 years      | \$               |
| 21                                  | 21       | Marcey Creek 2685 Marcey Rd., Arlington, VA       | 60"         | 15'.0"      | -----      | 1'.0"                   | Every year         | \$               |
| <b>SUBTOTAL 1 (LINE ITEMS 1-21)</b> |          |   |             |             |            |                         |                    | <b>0</b>         |

| Item Nr.                      | Labor Category           | UOM     | RATE PER UOM | UNITS | TOTAL (RATE PER UOM X UNITS) |
|-------------------------------|--------------------------|---------|--------------|-------|------------------------------|
| 22                            | Supervisor               | Hour    |              | 1     | \$                           |
| 23                            | Laborer                  | Hour    |              | 1     |                              |
| 24                            | Vacuum Truck Utilization | per Job |              | 1     | \$                           |
| SUBTOTAL 2 (LINE ITEMS 22-23) |                          |         |              |       | 0                            |

|  |             |
|--|-------------|
| SUBTOTAL 1 (LINE ITEMS 1-21)                 | \$ -        |
| SUBTOTAL 2 (LINE ITEMS 22-23)                | \$ -        |
| <b>GRAND TOTAL (SUBTOTAL 1 + SUBTOTAL 2)</b> | <b>\$ -</b> |