

ARLINGTON COUNTY GOVERNMENT
Office of the Purchasing Agent

ADDENDUM TO SOLICITATION

Arlington County Government Department of Management and Finance Office of the Purchasing Agent Arlington, Virginia 22201 Telephone: 703-288-3451	1A. ADDENDUM TO SOLICITATION NO.	1B. DATED
	20-031	December 10, 2019
	2A. ADDENDUM NO.	2B. EFFECTIVE DATE
	Two (002)	December 18, 2019

The Addendum to this solicitation identified in Block 1A is as set forth in Block 3. Hour and date specified for receipt of offers is extended, is not extended. Offerors must acknowledge receipt of this Addendum prior to the hour and dated specified in the solicitation or as amended, by one of the following methods: (a) by completing Block 4 (a), (b) and returning copy of the Addendum with the Offerors proposal. **FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.**

3. DESCRIPTION OF ADDENDUM

Arlington County Government Request for Proposal No. 20-031, entitled, "Architectural, Engineering Construction Management Services for ART Operations, Maintenance Facility" is hereby amended to provide the following information:

1. **Addendum No. Two (002) includes the Non-Mandatory Pre-Proposal Conference Attendees, List and Power Point Presentation handout.**

All other terms and conditions of the Request for Proposal remain unchanged.

Except as provided herein, all terms and conditions of the document referenced in Block 1A, as heretofore changed, remain unchanged and in full force and effect.

4A. NAME AND TITLE OF OFFEROR	4B. SIGNATURE	4C. DATE

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REQUEST FOR PROPOSAL

NO. 20-031

PRE-PROPOSAL CONFERENCE

December 18, 2019

1st Floor - Azalea Conference Room

10:00 A.M., EASTERN STANDARD TIME

**Architectural/Engineering/Construction Administration
Services for the Arlington Transit (ART)
Operations & Maintenance Facility**

PRE-PROPOSAL CONFERENCE INFORMATION

- Pre-Proposal Conference Attendance - Not Mandatory

- Only formal written responses to questions issued by an Addendum to the RFP will be binding.
- Questions regarding RFP Scope of Work and requirements must be submitted in writing on or before January 3, 2020 at 3:00 P.M., Eastern Time
- Responses to questions submitted on or before the deadline will be posted on eVA via an Addendum to the RFP.

ARLINGTON COUNTY PERSONNEL

- Shirley Diamond – Procurement Officer
- Jon Mir – Project Manager
- Michelle Chaney – Transportation Contract Administrator

PROPOSAL SUBMISSION REQUIREMENTS

- **One (1) page cover letter, table of contents;**
- **Proposal submission not to exceed Twenty-Five (25) pages, single-spaced, 11 point font minimum;**
- **Appendices, licenses, certifications, registrations not included in the above page limit;**
- **One(1) original signed proposal;**
- **Four (4) hard copies, and**
- **Completed and signed Proposal Form, Insurance Checklist.**
- **Note- Any information, as an Offeror, you deem proprietary mark said information, etc., per the Provision in the RFP.**

SCOPE OF SERVICES

- The services to be provided shall be performed in phases, as more fully described in the Scope of Services- Section IV

- **Project Delivery Method – Construction Manager at Risk**
- **Project Delivery – Guaranteed Maximum Price**
- **Construction Budget – “Design-to-Budget”**
- **Public Engagement – General public, commissions, committees**
- **Technology System – Many and diversified communication required to meet ART operations, administrative needs**

SCOPE OF SERVICES CONTINUED

WORK PHASES

Pre-Construction, Construction Meetings

Work Phase I – Concept Design /Programming Verification

Work Phase II – Schematic Design

Work Phase III – Design Development

Work Phase IV – Construction Documents

Work Phase V – Construction Administration and Close-Out

EVALUATION CRITERIA

- Criterion No.1-Experience, Qualifications, Past Performance – 50 Points
- Criterion No. 2- Firm Experience, Qualifications of Personnel – 40 Points
- Criterion No. 3- Design Project Execution Plan – 10 Points

SOLICITATION SUMMARY

- **Non-Mandatory Pre-Proposal Conference – December 18, 2019 - 10:00 A.M., Time**
 - 2100 Clarendon Blvd, Arlington, Virginia, 1st Floor Azalea Conference Room
- **Question(s) Submission Date – January 3, 2020 - 3:00 P.M., Eastern Time**
- **Proposal Submission Date – January 14, 2020 - 2:00 P.M., Eastern Time**
 - There will be no public opening of Proposals.