

April 24, 2012

**ADDENDUM #1**  
**IFB 12-16 LEWIS & WEST STREETS NW- DRAINAGE**  
**IMPROVEMENTS**

**\*\*\*\*\* ATTENTION BIDDERS\*\*\*\*\***

(To be completed and returned with bid response)

Section G FORM OF BID

Please use the attached revised Bid Form for bid submittal.

Bid Quantities were changed on the following items

6A, 7A, 8A, 9A, 10A, 11A, 15A, 17A, 18A, 19A, 20A, 21A, 22A, 23A, 24A, 26A, 27A, 31A, 46A, 47A, 48A, 49A, 50A, 53A, 55A, 56A, 64A, 66A, 67A, 68A, 70A, 76A, 77A, 78A, 79A

ALL OTHER TERMS, CONDITIONS, AND SPECIFICATIONS SHALL REMAIN THE SAME.

A copy of this signed addendum must accompany your response as an acknowledgment of its receipt:

---

---

NAME AND ADDRESS OF FIRM:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PHONE #: \_\_\_\_\_ FAX #: \_\_\_\_\_

NAME OF AUTHORIZED REPRESENTATIVE:

\_\_\_\_\_  
*Please Print*

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**SECTION G**  
**FORM OF BID**

TO: Town of Vienna  
Purchasing Agent  
127 Center Street South  
Vienna, Virginia 22180

PROJECT NAME: LEWIS & WEST STREETS NW  
DRAINAGE IMPROVEMENTS  
CONTRACT NUMBER: IFB 12-16 (P.O. # \_\_\_\_\_)

FROM:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- A. Having carefully examined the Contract Documents entitled LEWIS & WEST STREETS NW – DRAINAGE IMPROVEMENTS and having visited the site and examined all conditions affecting the work, the undersigned agrees to furnish all labor and material, equipment and services necessary for the proper and timely completion of the work as required by said documents.

This bid is subject to all terms and conditions set forth in the Bidding Documents, defined in Paragraph A-2 of the Information for Bidders.

The undersigned agrees, if awarded the Contract, to execute and totally complete the work for the stipulated sum of:

BID: \_\_\_\_\_  
\_\_\_\_\_ Dollars (\$ \_\_\_\_\_ )

(The above total price shall be listed using both words and numbers. In the event the base bid and the extension of unit prices do not agree, the unit prices shall govern. For discrepancies in Lump Sum bids, the written number shall govern over that in figures.)

- B. All formal and written informal bids or proposals shall include the following provisions:
  - 1. Each bidder or offeror shall certify, upon signing a bid or proposal, that to the best of his or her knowledge no Town of Vienna official or employee having official responsibility for the procurement transaction, or member of his or her immediate family, has received or will receive any financial benefit of more than nominal or minimal value relating to the award of this contract. If such a benefit has been received or will be received, this fact shall be disclosed with the bid or proposal or as soon thereafter as it appears that such a benefit will be received. Failure to disclose the information prescribed above may result in suspension or debarment, or rescission of the contract made, or could affect payment pursuant to the terms of the contract.
  - 2. Whenever there is reason to believe that a financial benefit of the sort described in Paragraph 1 has been or will be received in connection with a bid, proposal or contract, and that the contractor has failed to disclose such benefit or has inadequately disclosed it, the Town of Vienna, as a prerequisite to payment pursuant to the contract, or at any other time, may require

the contractor to furnish, under oath, answers to any interrogatories related to such possible benefit.

- C. If notified of acceptance of this proposal and contract award within forty-five (45) calendar days after receipt of bids, the undersigned agrees to execute a contract for the above-named project Work and the above-stated consideration on the form required, within fifteen (15) calendar days of such notification. The undersigned hereby designates the office address stated on the first page of this proposal as the address to which a Notice to Award of this construction contract may be delivered and to which all office correspondence and notices may be mailed, or delivered by any means, unless the Owner is otherwise notified in writing.
- D. The undersigned acknowledges receipt of the following addenda, and that the cost, if any, of such revisions has been included in the bid sum:

ADDENDUM RECEIVED (Initial and Date)

Addendum No. 1. _____	Addendum No. 4. _____
Addendum No. 2. _____	Addendum No. 5. _____
Addendum No. 3. _____	Addendum No. 6. _____

- E. Included herein is the required written guarantee, "Contract Bond Certification" form, issued by a surety company licensed to conduct business in Virginia and acceptable to the Owner. This guarantee states that in the event a Contract is awarded to the bidder, the said surety will furnish a Performance Bond and a Labor and Material Payment Bond in an amount required by the Contract Documents in Section A, Information to Bidders, Paragraph A-10.
- F. Included as a part of this Bid are the following documents which are to be submitted on the forms required, pages G-3 through G-12, as applicable.
  - 1. The required Bid Security provided as Cash, Cashier's Check, Certified Bidder's Check, or an acceptable Bid Bond.

The Bidder will ensure that the Bid Bond form contained herein is properly executed by an approved Surety and submitted with the Proposal Form at the time and the place on which bids are scheduled to be received. The failure on the part of a Bidder to enclose an executed copy of the Town of Vienna approved Bid Bond with the Proposal Form or a Certified or Cashier's check or cash may result in the disqualification of the Bid.
  - 2. A Certified Listing of Safety Violations, in accordance with Paragraph A-23 of the Information for Bidders. Said certification is made on the "Certification of Safety Violations" form and all other forms found in this section (B);
  - 3. "Acknowledgement of Principal of Bidder..." form;
  - 4. The statistical "Small and Minority Business Data" form;
  - 5. The required "Contract Bond Certification" form;
  - 6. If applicable, the "Bidder's Request for Equal Product or Substitution and Bidder's Representations" form;
  - 7. If applicable, the Firm Fixed Price Bid and/or Alternate Bid forms provided at the end of this Section (B).

G. The undersigned hereby acknowledges that he has read and understands the varied nature of the work, the Drawings and Specifications, Addenda and all other Contract Documents pertaining to this project. The undersigned certifies that the Contract Documents are, in his opinion, adequate, feasible and complete for performing the Work and constructing the Work in a sound and suitable manner for the use specified and intended by the Contract Documents. The undersigned further certifies that he has, or has available, the equipment, personnel, materials, facilities and technical and financial ability necessary to complete the Work in accordance with the Contract Documents and within the time specified therein. The Bidder certifies that he has made allowances for normal inclement weather indigenous to the Project site.

H. The following information is provided pursuant to the Contract Documents:

1. Legal Name of Firm:

\_\_\_\_\_

a. If Firm is a corporation, State that corporation is organized under the laws of the State of \_\_\_\_\_. Please affix corporate seal to this Form of Bid.

b. If Firm is a partnership, state names of partners:

c. If Firm is an individual using a trade name, state name of individual:

2. Virginia Contractor Registration Number: \_\_\_\_\_; Class: \_\_\_\_\_

3. Signature of Person or Persons legally authorized to bind Bidder to a Contract. A Bid submitted by an agent shall have a current Power of Attorney attached certifying the agent's authority to bind the Bidder.

a. Signature: \_\_\_\_\_ Date: \_\_\_\_\_

b. Name (Type): \_\_\_\_\_

c. Title: \_\_\_\_\_

(CORPORATE SEAL)

d. Address: \_\_\_\_\_

\_\_\_\_\_

I. The names and addresses of other persons interested as principals in this proposal are as follows:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, \_\_\_\_\_  
(Bidder's Name)

\_\_\_\_\_, of \_\_\_\_\_  
(Street Address) (City, State, Zip)

hereinafter called the Principal, and \_\_\_\_\_  
(Surety's Name)

a corporation organized and existing under the Laws of the State of \_\_\_\_\_, and authorized to transact business in the State of Virginia, as Surety, hereinafter called Surety, are held and firmly bound unto the Town of Vienna, Virginia hereinafter called Obligee, in the Penal sum of \_\_\_\_\_ of the amount bid, good and lawful money of the United States of America, for the payment of which the Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

The Condition of this Obligation is such that, WHEREAS the Principal has submitted a proposal to the Obligee on a contract for **IFB 12-16 LEWIS & WEST STREETS NW – DRAINAGE IMPROVEMENTS**.

NOW THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the Bidding or Contract Documents with good and sufficient surety for the faithful performance of such construction for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void; otherwise to remain in full force and effect.

BID BOND-CONTINUED

In witness whereof, we have hereunto set our signatures and seal this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, all pursuant to due authorization.

\_\_\_\_\_  
Principal (SEAL)

By: \_\_\_\_\_  
Surety

By: \_\_\_\_\_  
Attorney-in-Fact in accordance  
with the attached Power of Attorney

STATE OF \_\_\_\_\_)

) ss:

TOWN OF \_\_\_\_\_)

I, \_\_\_\_\_, a Notary Public in and for the State and Town aforesaid, do hereby certify that \_\_\_\_\_, and \_\_\_\_\_, whose names are signed to the foregoing bond, this day personally appeared before me in my aforesaid State and Town and acknowledged the same.

Given under my hand seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public (SEAL)

My Commission expires:  
\_\_\_\_\_



ACKNOWLEDGMENT OF PRINCIPAL OF BIDDER, IF A CORPORATION

State of \_\_\_\_\_ )  
 ) ss:

County of \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me personally came and appeared \_\_\_\_\_, to me known, who, being by me duly sworn, did depose and say that he resides at:

\_\_\_\_\_

that he is the \_\_\_\_\_ of \_\_\_\_\_, the corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that one of the impressions affixed to said instrument is an impression of such seal; that it was so affixed by order of the directors of said corporation; and that he signed his name thereto by like order.

\_\_\_\_\_  
(SEAL)  
My Commission Expires: \_\_\_\_\_

-----  
ACKNOWLEDGMENT OF PRINCIPAL OF BIDDER, IF A PARTNERSHIP

State of \_\_\_\_\_ )  
 ) ss:

County of \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me personally came and appeared, to me known, and known to me to be one of the members of the firm of \_\_\_\_\_, described in and who executed the foregoing instrument, and he acknowledged to me that he executed the same as and for the act and deed of said firm.

\_\_\_\_\_  
(SEAL)  
My Commission Expires: \_\_\_\_\_

-----  
ACKNOWLEDGMENT OF PRINCIPAL OF BIDDER, IF A SOLE PROPRIETORSHIP

State of \_\_\_\_\_ )  
 ) ss:

County of \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me personally came and appeared, to me known, and known to me to be the person described in and who executed the foregoing instrument and acknowledged that he executed same.

\_\_\_\_\_  
(SEAL)  
My Commission Expires: \_\_\_\_\_

SMALL AND MINORITY BUSINESS DATA

We hereby provide the following information to the Town of Vienna regarding our firm. We understand that it is provided for statistical purposes only and all firms tendering bids will receive equal consideration for award.

Minority Business Firm: Yes\_\_\_\_; No \_\_\_\_.

Small Business Firm: Yes\_\_\_\_; No \_\_\_\_.

Contractor Subcategory: \_\_\_\_\_

Federal, State and Town Laws, orders and regulations, require the Town of Vienna to ensure that its procurement practices are non-discriminatory and promote equality of opportunity for Small and Minority Business Enterprises.

DEFINITIONS

The following definitions are to be used to identify Small Businesses, Minority Businesses and Contractor Subcategories:

**Small Business:** A corporation, partnership, sole proprietorship, or other legal entity formed for the purpose of making a profit, which is independently owned and operated, has either fewer than 100 employees, or less than \$1-Million in annual gross receipts.

**Minority Business:** A business enterprise that is at least 51-percent owned and controlled by a minority person or persons. Such persons include African Americans, Hispanic Americans, Asian Americans, American Indians, Eskimos and Aleuts; women regardless of race or ethnicity; and persons with a physical or mental impairment that substantially limits one or more of the major life activities of such individual, a record of such impairment, or who are regarded as having such an impairment.

**Contractor Subcategories:**

- |  |  |
|--|--|
| A = Woman-Owned                            | N = Asian American Woman-Owned         |
| B = Small (Non-Minority)                   | O = Small, Asian American Owned        |
| C = Small, Woman-Owned                     | P = Small, Asian American Woman-Owned  |
| D = Sheltered Workshop                     | Q = American Indian Owned              |
| E = African American Owned                 | R = American Indian Woman-Owned        |
| F = African American Woman-Owned           | S = Small, American Indian Owned       |
| G = Small, African American Owned          | T = Small, American Indian Woman-Owned |
| H = Small, African American Woman-Owned    | U = Eskimo/Aleut Owned                 |
| I = Hispanic American Owned                | V = Eskimo/Aleut Woman-Owned           |
| J = Hispanic American Woman-Owned          | W= Small, Eskimo/Aleut Owned           |
| K = Small, Hispanic American Owned         | X = Small, Eskimo/Aleut Woman-Owned    |
| L = Small, Hispanic American Woman - Owned | Y = Large, Non-Minority                |
| M= Asian American Owned                    | -- = Non-BML Firms                     |

CONTRACT BOND CERTIFICATION

TO: Town of Vienna  
c/c Purchasing Agent  
127 Center Street South  
Vienna, Virginia 22180

DATE: \_\_\_\_\_

FROM: (Surety) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

REFERENCE: Project

\_\_\_\_\_  
\_\_\_\_\_

Contract No. \_\_\_\_\_ Project No. \_\_\_\_\_

Bidder: \_\_\_\_\_

As surety for the above-named Bidder, the \_\_\_\_\_  
(Surety Name)

\_\_\_\_\_ hereby certifies that we will promptly furnish the required Performance, Labor and Materials Payment and Guarantee Bonds, in separate instruments, as required by the General Conditions, on behalf of the above named Bidder, in the event that the said firm is determined to be the Successful Bidder and a construction contract is subsequently awarded for this project.

By: \_\_\_\_\_  
Attorney-in-Fact,  
in accordance with the attached Power of Attorney

BIDDER'S REQUEST FOR EQUAL PRODUCT OR  
SUBSTITUTION AND BIDDER'S REPRESENTATIONS

INTENTIONALLY OMITTED



**FORM OF BID – IFB 12-16 – REVISED UNDER ADDENDUM #1**  
**LEWIS & WEST STREETS NW – DRAINAGE IMPROVEMENTS**  
**Show Invitation Number & Opening or Due Date on Envelope**

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
1A	TEST PIT (10' MAX DEPTH)	8	EA	_____	_____
2A	AS-BUILT SURVEY	1	LS	_____	_____
3A	LICENSED PLUMBER	20	HR	_____	_____
4A	SOILS/CONCRETE/REBAR INSPECTOR	50	HR	_____	_____
5A	MOBILIZATION (5%)	1	EA	_____	_____
6A	DRIVEWAY DEMO & DISPOSE	1000	SY	_____	_____
7A	CLEAR & GRUB - MODERATE	1.0	AC	_____	_____
8A	DEMO RCP SEWER	600	LF	_____	_____
9A	DEMO STORM INLETS	4	EA	_____	_____
10A	DEMO CULVERT PIPES	380	LF	_____	_____
11A	SIDEWALK DEMO & DISPOSE	200	SY	_____	_____
12A	HAUL UNSUITABLE MATERIAL	100	CY	_____	_____
13A	DUMP CHARGE UNSUITABLE MATERIAL	100	CY	_____	_____
14A	NON STRUCTURAL FILL	570	CY	_____	_____
15A	SITE GRADING	12000	SY	_____	_____

IFB 12-16 LEWIS & WEST STREETS NW – DRAINAGE IMPROVEMENTS

16A	SAW CUT PAVEMENT REMOVE & DISPOSE EX	450	LF	_____	_____
17A	PAVEMENT	4700	SY	_____	_____
18A	RESET MAILBOX	18	EA	_____	_____
19A	RESET SIGN	13	EA	_____	_____
20A	DEMO LANDSCAPE AREA	11	LS	_____	_____
21A	ABANDON PIPE	2	EA	_____	_____
22A	DEMO FENCE	90	LF	_____	_____
23A	VDOT MH-1	11	EA	_____	_____
24A	VDOT DI-3B, L=4'	6	EA	_____	_____
25A	VDOT DI-3B, L=6'	3	EA	_____	_____
26A	VDOT DI-3B, L=8'	4	EA	_____	_____
27A	VDOT DI-3C, L=4'	2	EA	_____	_____
28A	VDOT DI-3C, L=6'	1	EA	_____	_____
29A	VDOT DI-3C, L=12'	1	EA	_____	_____
30A	VDOT DI-3C, L=18'	1	EA	_____	_____
31A	VDOT DI-1	9	EA	_____	_____
32A	12" RCP CLASS III	16	LF	_____	_____
33A	15" RCP CLASS III	644	LF	_____	_____
34A	18" RCP CLASS III	527	LF	_____	_____
35A	27" RCP CLASS III	623	LF	_____	_____
36A	30" RCP CLASS III	260	LF	_____	_____
37A	34"X22" RCP CLASS III	589	LF	_____	_____
38A	30" END SECTION EW-1	1	EA	_____	_____
39A	27" END SECTION EW-1	1	EA	_____	_____

IFB 12-16 LEWIS & WEST STREETS NW – DRAINAGE IMPROVEMENTS

40A	38"X24" RCP CLASS III ROUNFT&G	82	LF	_____	_____
41A	38"X24" END SECTION EW-1A	1	EA	_____	_____
42A	38"X24" X 36" RCP CLASS III ROUNFT&G	1	EA	_____	_____
43A	CONNECT TO EXISTING STRUCTURES	1	EA	_____	_____
44A	PLUG & ABANDON PIPE	3	EA	_____	_____
45A	SURVEY STAKEOUT	1	EA	_____	_____
46A	SUBBASE MATERIAL 21A BITUMINOUS BASE COURSE	4750	SY	_____	_____
47A	BM25	4750	SY	_____	_____
48A	BITUMINOUS SURFACE COURSE SM9.5	4750	SY	_____	_____
49A	TACK COAT	4750	SY	_____	_____
50A	PRIME COAT	4750	SY	_____	_____
51A	CONCRETE C&G CG6&7	2800	LF	_____	_____
52A	VDOT STD UD-4	2800	LF	_____	_____
53A	ASPHALT CURB RESIDENTIAL DRIVEWAY	350	LF	_____	_____
54A	APRON	25	EA	_____	_____
55A	DRIVEWAY RESTORATION	540	SY	_____	_____
56A	CONCRETE SIDEWALK	1100	SY	_____	_____
57A	CONCRETE STEPS	0	EA	_____	_____
58A	AGGREGATE BASE 4"	0	SY	_____	_____
59A	ADA CURB RAMP	9	EA	_____	_____
60A	ADJUST SEWER STRUCTURES	5	EA	_____	_____
61A	GR-9 TERMINAL GUARD RAIL	2	EA	_____	_____
62A	PAVEMENT MARKING	1	LS	_____	_____

IFB 12-16 LEWIS & WEST STREETS NW – DRAINAGE IMPROVEMENTS

63A	4" CALIPER DECIDUOUS TREES	35	EA	_____	_____
64A	SOD	4630	SY	_____	_____
65A	RAIL ROAD TIE TREE WELL	2	EA	_____	_____
66A	REPLACE LANDSCAPE AREAS REMOVE AND RESET EXIST	8	EA	_____	_____
67A	FENCE	90	LF	_____	_____
68A	INLET PROTECTION	27	EA	_____	_____
69A	SILT FENCE	270	LF	_____	_____
70A	TREE PROTECTIONS	1360	LF	_____	_____
71A	CHECK DAM - GRAVEL	2	EA	_____	_____
72A	RIPRAP	148	SF	_____	_____
73A	RELOCATE WATER METERS	10	EA	_____	_____
74A	RELOCATE SIGNS	12	EA	_____	_____
75A	RELOCATE FIRE HYDRANT	1	EA	_____	_____
76A	RELOCATE WATER MAIN RELOCATE WATER SERVICE	2	LS	_____	_____
77A	LINE	15	EA	_____	_____
78A	RELOCATE SEWER LATERAL	10	EA	_____	_____
79A	RELOCATE GAS SERVICE LINE	15	EA	_____	_____

I hereby certify that the price on the above bid item is true and correct.

Vendor Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone and Email: \_\_\_\_\_