



TOWN OF
VIENNA
since 1890

Purchasing Office

April 26, 2018
ADDENDUM #1

RFP 19-01 ON CALL ENGINEERING SERVICES

*******ATTENTION BIDDERS*******

(To be completed and returned with bid response)

1. Q: Please elaborate on what is meant by flood proofing design assistance. Is this intended to be more site/building related, transportation related, or both?
A: It is intended to be more site/building related.
2. Q: Do you expect responding engineering firms +/- or teams to cover ALL the services listed in SECTION 4 of the RFP? Can a professional engineering company of structural engineers with experience in building assessments, design and building envelope services apply and therefore may be eligible for those project that need just those services?
A: The firm, or team, should be able to provide all of the services listed.
3. Revised Proof of Authority to Transact Business in Virginia form. Changing the reference to County of Fauquier to Town of Vienna. Copy Attached
4. Change Evaluation Criteria under Section 9, Number 3 from:
Quality and completeness of proposal including impact of any exceptions taken regarding the scope and terms and conditions. 20%
TO: Quality and completeness of proposal 15%
5. Change Evaluation Criteria under Section 9, Number 4, from a weight of 20% to a *weight of 25%*

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 VENDOR:

PHONE #: _____ EMAIL: _____

NAME OF AUTHORIZED REPRESENTATIVE: _____
Please Print

SIGNATURE: _____ DATE: _____

PROOF OF AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA

THIS FORM MUST BE SUBMITTED WITH YOUR PROPOSAL/BID. FAILURE TO INCLUDE THIS FORM MAY RESULT IN REJECTION OF YOUR PROPOSAL/BID

Pursuant to Virginia Code §2.2-4311.2, an Offeror/Bidder organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 of the Code of Virginia shall include in its proposal/bid the identification number issued to it by the State Corporation Commission ("SCC"). Any Offeror/Bidder that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 of the Code of Virginia or as otherwise required by law shall include in its proposal/bid a statement describing why the Offeror/Bidder is not required to be so authorized. Any Offeror/Bidder described herein that fails to provide the required information shall not receive an award unless a waiver of this requirement and the administrative policies and procedures established to implement this section is granted by the County Administrator or School Superintendant, as applicable.

If this quote for goods or services is accepted by the Town of Vienna, Virginia, the undersigned agrees that the requirements of the Code of Virginia Section 2.2-4311.2 have been met.

Please complete the following by checking the appropriate line that applies and providing the requested information.

- A. _____ Offeror/Bidder is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such vendor's Identification Number issued to it by the SCC is _____.
- B. _____ Offeror/Bidder is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such vendor's Identification Number issued to it by the SCC is _____.
- C. _____ Offeror/Bidder does not have an Identification Number issued to it by the SCC and such vendor is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

Please attach additional sheets if you need to explain why such Offeror/Bidder is not required to be authorized to transact business in Virginia.

Legal Name of Company (as listed on W-9)

Legal Name of Offeror/Bidder

Date

Authorized Signature

Print or Type Name

Return This Page