



TOWN OF  
**VIENNA**  
since 1890

Purchasing Office

July 9, 2018

**ADDENDUM #1**

**IFB 19-04 VIENNA TOWN HALL PARKING LOT IMPROVEMENTS**

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

(To be completed and returned with bid response)

1. Q: On the Bid Form, Item No. 6 Remove Trees. Does this item cover the 6 trees and 1 stump as shown on demo plan.  
*A: Yes, see revised Bid Form*
2. Q: On the Bid Form, Item No. 7 Pole Bracing. Does Dominion Virginia Power brace the pole and contractor pick up the cost? See General Note 10 on plan sheet 2 seems to indicate this.  
*A: The existing light poles, which are labeled to be braced on the plan, are owned and operated by the Town and will be braced by the contractor. The only coordination that would take place with Dominion is if a utility pole was being relocated, not just braced.*
3. Q: On the Bid Form, Item No. 8 Relocate bench and Pedestal. Is the location for bench on site?  
*A: Yes the items can be moved to the other side of the parking lot adjacent to the cooling tower.*
4. Q: There is note of maintenance of tree cost for 360 days to be provided by a source approved by town. Is there a cost or allowance?  
*A: The maintenance of the trees for 360 day does not need to be provided by a source approved by the Town. It is up to the contract to provide this service and the cost associated with it.*
5. Q: Inspection and testing are to be performed by bureaus, laboratories and agencies approved by the Engineer. Is there a list of approved companies available?  
*A: There is no list of approved companies for testing. Additionally these agencies do not have to be pre-approved by the Town or its engineer.*
6. Q: With regard to Unit Prices, will they be paid per Plan Quantity or measured in place?  
*A: Everything will be paid by field quantities. Actual quantities to complete project.*
7. Q: Section A-4 A, Qualification of Bidders, VDOT Prequalification. Is this a mandatory requirement?  
*A: This project does not require the contractor to be VDOT prequalified as stated in Section A-4 A.*
8. PLEASE SEE REVISED BID FORM – ATTACHED – This replaces the previous bid form, and should be the one submitted with your bid package.

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: \_\_\_\_\_