



Notice of Addendum No.1

Date of Addendum No. 1: May 7, 2024

Arlington Public Schools
Procurement Office

Invitation to Bid 85FY24

Invitation to Bid Title: Drew Elementary School Kitchen Renovation

Invitation to Bid Number: 85FY24

Invitation to Bid Issue Date: May 6, 2024

Pre-Bid Conference: May 9, 2024, at 10:00 A.M. (Refer to Invitation Title Page 2)

Bid Closing Date/Time: May 23, 2024, No Later Than 11:59 P.M. (Local Prevailing Time)

Bid Opening Date/Time: May 24, 2024, at 10:00 A.M. (Local Prevailing Time)

Procurement Office Representative: Brandon Christian, VCA
Senior Procurement Specialist
(703) 228-7649, brandon.christian@apsva.us

Modifications to the ITB: The Pre-Bid Conference and Bidder's Questions sections of the Invitation, and the Examination of Site section of the Instructions to Bidders, are modified through Addendum No.1. Modifications are highlighted in **red** for additions and **black** for deletions.

1. Pre-Bid Conference:

A non-mandatory Pre-Bid conference ("Conference") will be held for this solicitation at 10:00 A.M. (Local Prevailing Time) on May 9, 2024, ~~at 3500 South 23rd Street, Arlington, VA-22205. Attendance at the Conference is highly encouraged.~~ The Conference is to discuss the Work and answer general questions concerning the Project. ~~Please check in at the Main Office upon arrival, attendees are encouraged to arrive fifteen (15) minutes early to permit time for signing in. The Conference will start promptly at 10:00 A.M.~~ Bidders are only able to attend the Conference virtually. Bidders seeking to attend the Conference virtually can access the Conference via a link in the Solicitations table on the Procurement Office website. Please note, the link requires attendees to use the Microsoft Teams application or the Google Chrome browser in order to attend the Conference.

Refer to Section 13, Examination of Site, of the Instructions to Bidders, for information on visiting the Site.

Minutes of the Conference, including but not limited to questions and answers presented at the Conference, will be issued in writing by the Procurement Office as an Information Item and distributed in the same manner as an Addendum, as set forth below.

2. Bidder's Questions

All questions regarding this solicitation, other than those submitted at the Conference, must be submitted in writing via email, addressed to Brandon Christian, Procurement Office, Senior Procurement Specialist, at brandon.christian@apsva.us. Questions must be received by 8:00 P.M. local time, May ~~16~~ **12**, 2024.

The Procurement Office will issue written answers to all questions timely submitted. The Procurement Office will issue written answers to all questions raised at the Conference as an Information Item. Information Items shall be posted on <https://www.apsva.us/> ("the APS website") and shall be posted on Virginia's online electronic procurement system ("eVA"). It is the responsibility of each Bidder to access this information.

Modification of the Bid Documents shall be accomplished only by a written Addendum issued by APS. If the answer to a question modifies the Bid Documents, it will be incorporated in and published as an Addendum. No answer to a question as an Information Item shall be deemed to be an Addendum.

3. Examination of Site:

Bidders are highly encouraged to visit the Site, compare the Drawings and Specifications with any work in place, and inform themselves of all conditions, including other work, if any, being performed. Failure to visit the Site in no way relieves the successful Bidder from the necessity of furnishing any materials or performing any Work that may be required to complete the Work in accordance with the Drawings and Specifications without additional cost to the Owner.

Site visit of the existing building will be done with the coordination of Arlington Public Schools Project Manager, Aji Robinson via email (ajibola.robinson@apsva.us) and (703) 228-7738. A walk-through for potential Bidders to explore the proposed building Site and existing conditions associated is scheduled ~~September 20~~ **May 9**, 2024, at approximately 11:00 A.M. following the virtual Conference. To reserve a place on the Site visit Bidders are required to contact the Arlington Public Schools Project Manager no later than 5:00 PM on May ~~2~~ **8**, 2024. The Arlington Public Schools Project Manager will meet the Bidders' representatives promptly at ~~10:00~~ **11:00** A.M. at Door One (1). Bidders' representatives must not enter the building without the Arlington Public Schools Project Manager being present.

End of Addendum No. 1

***Addendum No.1 must be signed, dated, and submitted via the secure cloud-based file sharing platform specified in the ITB prior to the Bid Closing Date/Time stated above OR acknowledgment of receipt of this Addendum may be noted on the Bid Form.**

Name of Bidder: _____

Signature: _____

Name: _____

Title: _____

Date: _____

Issued By:

Brandon Christian
Senior Procurement Specialist
Direct Telephone: (703) 228-7649
Email: brandon.christian@apsva.us