

City of Lynchburg  
Procurement Division  
900 Church Street  
Lynchburg, Virginia 24504  
Telephone No.: (434) 455-3970  
Fax No.: (434) 845-0711

**Addendum for Invitation for Bids**  
**Intersection Safety Improvements at Memorial Avenue, Park Avenue and Lakeside Drive-Rebid**  
**2016-024**

Date: 10/07/2015  
From: Lisa Moss, Buyer VCA  
RE: Addendum No. 1

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This Addendum supplements and amends the original Plans and Specifications and shall be taken into account in preparing proposals and shall become a part of the Contract Documents. The Bidder shall indicate receipt of this Addendum and all previously issued Addenda on the Bid Form.

1. This project states that there is a 4% DBE Requirement. Sheet PM-10 Equal Opportunity Report Statement has a place to check that says "This firm will perform all construction with its own employees and therefore is not required to solicit quotations from DBEs." It's a little confusing since it is stated there is a 4% DBE requirement.

**Contractors are required to meet all VDOT requirements set forth in the project manual. Sheet PM-10 is still required to be completed, but the section on this form waiving the DBE requirements does not apply to this project.**

2. Is the 4% on the total price or on whatever the subcontractor work total is?

**The 4% is based upon the total bid amount plus any alternates.**

3. We have not looked to see if these have been included but has all the information provided in Addenda from the previous times this was bid been included in the documents for this bid?

**Yes**

4. Will the midtown connector work affect the Notice to Proceed on this project?

**No, the existing midtown connector will not affect the Notice To Proceed, however traffic patterns may be affected by the Midtown connector.**

5. How will existing lane closures affect this project?

**Existing lane closures, if applicable at time of award, will be the responsibility of the contractor to coordinate. All work shall be done in accordance with the Virginia Work Area Protection Manual.**

**6. Civil Rights documentation for this project is attached to this addendum.**

Company Name: \_\_\_\_\_ Address: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Print Name: \_\_\_\_\_ Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

**Civil Rights Requirement for Pre-Bid Meeting**

**Project: 163-118-192,P101,R201,C501 – UPC 86544**

**Intersection Safety Improvements at Memorial and Park Ave. and Lakeside Dr.**

**Date/Time: Monday, September 28, 2015 – 11:00 a.m.**

Form C-111 – Minimum DBE Requirements must be completed and submitted with bid or received no later than 10:00 a.m. the next business day after the time stated in the bid proposal for the receipt of bids.

At time of bid, if the bidder knowingly cannot meet or exceed the required DBE contract goal, it shall submit Form C-111 exhibiting the DBE participation it commits to attain as a part of its bid document along with Form C-49, DBE Good Faith Efforts Documentation.

Form C-112 – Certification of Binding Agreement must be completed and submitted with bid or if determined the lowest responsive and responsible bidder within three (3) business days after bids are received. DBE's bidding as prime contractors are not required to submit Form C-112 unless they are utilizing other certified DBE's as subcontractors.

Form C-48 – **Applicable** - Subcontractor/Supplier Solicitation and Utilization Form – All bidders, including DBEs bidding as Prime Contractors, must complete and submit this form within ten (10) business days after the opening of bids or with bid.

Form C-49 – DBE Good Faith Efforts Documentation must be completed and submitted with bid proposal if your bid does not meet the project DBE requirements or when requested by VDOT. **VDOT is requesting that this form be submitted with the bid.**

DBE Requirement: **4%**

The only DBE firms eligible to perform work on federal-aid contracts for DBE contract goal credit are firms certified as Disadvantaged Business Enterprises (DBE) by the Department of Small Business and Supplier Diversity (SBSD). DBE firms must be certified in the specific work listed for DBE contract goal credit. A directory listing of certified DBE firms can be obtained from the SBSD website <http://www.sbsd.virginia.gov>

Please feel free to contact Phyllis A. Brice at 434-856-8169 for information concerning Civil Rights Requirements with this project.

You may also contact Mike Russell with the Department of Small Business and Supplier Diversity at 434-385-0881 or cell number 434-841-3053.

This project could be reviewed for EEO Compliance.