

REQUEST FOR QUOTATIONS (RFQ)



Issue Date: August 7, 2020

RFQ# 2021-08131-11

Title: Albemarle County Circuit Court Monuments Removal – **Package A**

Issuing Agency: County of Albemarle
Purchasing Division
401 McIntire Road, Suite 248
Charlottesville, VA 22902

Using Department/Division and/or location where work will be performed:
County of Albemarle, Facilities and Environmental Services Department

Request for Quotations will be received until **1:00 PM EST on August 13, 2020** for furnishing the Goods/Services described herein.

All inquiries for information should be directed to the Purchasing Department: Phone:434-296-5854 or email at rfq@albemarle.org. Questions pertaining to the project work / scope will only be accepted in writing via email.

QUOTATIONS SHALL BE EMAILED TO: rfq@albemarle.org and copy to: babplanalp@albemarle.org

In compliance with this Request for Quotation and to all the conditions imposed therein, the undersigned offers and agrees to furnish the Goods/Services at the price(s) indicated herein.

By my signature on this solicitation, I certify that this firm/individual and subcontractor is properly licensed for providing the goods/services specified.

Name and Address of Firm:

Date: _____

By: _____

_____ Zip Code: _____

(Signature In Ink)

Telephone Number: (____) _____

Name: _____

Fax Number: (____) _____

(Please Print)

E-mail Address: _____

Title: _____

Virginia Contractor License No. _____

I have the authority to bind the corporation.

Class: _____ Specialty Codes: _____

SMALL, WOMAN, MINORITY AND SERVICE DISABLED VETERAN-OWNED BUSINESS: YES; NO
IF YES ⇒⇒ SMALL; WOMAN; MINORITY; SERVICE DISABLED VETERAN-OWNED

This public body does not discriminate against faith-based organizations in accordance with the Code of Virginia, § 2.2-4343.1 or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

TABLE OF CONTENTS FOR RFQ# 2021-08131-11

	PAGE
I. <u>PURPOSE</u>	3
II. <u>BACKGROUND</u>	3
III. <u>COMPETITION INTENDED</u>	3
IV. <u>TERM OF CONTRACT/DELIVERY REQUIREMENTS</u>	3
V. <u>SCOPE OF WORK/SPECIFICATIONS</u>	3
VI. <u>QUOTE SUBMISSION INSTRUCTIONS</u>	4
VII. <u>EVALUATION AND AWARD</u>	5
VIII. <u>PRE-QUOTE CONFERENCE</u>	5
IX. <u>GENERAL TERMS AND CONDITIONS</u>	5
X. <u>SPECIFIC TERMS AND CONDITIONS</u>	5
XI. <u>METHOD OF PAYMENT</u>	6
XII. <u>PRICING SCHEDULE</u>	6
XIII. <u>ATTACHMENTS SCHEDULE</u>	6
<u>ATTACHMENTS A THRU I</u>	7-15

- I. **PURPOSE:** The County of Albemarle is soliciting quotations from qualified vendors to Remove Specified Existing Monuments and Deliver to a Site in Accordance with the Basic Scope in Sections IV and V of this Solicitation.
- II. **BACKGROUND:** The Albemarle County Board of Supervisors has voted to remove specific existing monuments from the grounds of the Albemarle County Circuit Courthouse. They are to be removed with care and relocated to a storage facility within 5 miles of the work site.
- III. **COMPETITION INTENDED:** It is the County's intent that this Request for Quotation (RFQ) permits competition. It shall be the Bidder's responsibility to advise the Purchasing Agent in writing if any language requirement, specification, etc. or any combination thereof, inadvertently restricts or limits the requirements stated in this RFQ to a single source, or otherwise restrict competition. All comments, questions, or requests for clarification, including any notification regarding restrictions to competition, must be received by the Purchasing Agent not later than two days prior to the date set for bids to close. Bidders may not rely on any oral explanations, clarifications, or changes to the solicitation. All explanations, clarifications, or changes will be issued in written form as detailed below. The County will not be bound by any oral statements.

All inquiries and any changes to the requirements of this solicitation shall be answered by issue of written addenda to the solicitation. It shall be the responsibility of the Bidder to acknowledge all addenda by signing and returning a copy of all addenda with the quote submission or by separate acknowledgement of each addendum by number and date, in writing. Offerors are advised to contact this office to confirm the number of addenda before the date established for bid opening. All addenda will be issued in a timely manner to allow enough time prior to due date of the quotes. Final addendum will be issued no later than August 11, 2020.

- IV. **TERM OF CONTRACT/DELIVERY REQUIREMENTS:** Work may occur on consecutive days, either weekends or holidays, not sooner than September 6, 2020, and not later than September 27, 2020. Specific dates will be determined by the County, at its sole discretion, and will be communicated to the contractor not later than 6 business day prior to the assumption of work. All work is required to be complete by 6:00 PM on the second day of scheduled work. Complete is defined as all work associated with this procurement and the subsequent clean-up and removal of all construction related equipment and materials from site.
 - a. The work shall be completed in a timely manner from work area set up to work area take down, and in accordance with the Charlottesville City Street Closure Permit.
- V. **SCOPE OF WORK/DESCRIPTION OF ITEMS:** The contractor shall furnish all labor, supervision, materials, equipment and protections necessary to provide the Scope of Work as follows. This is to be referred to as Base Bid.

Base Scope: Contractor is to remove specified Monuments on the grounds of the Albemarle County Circuit Courthouse. The main structure consists of a bronze statue and plaques that shall be removed from the monument's base, wrapped in tarps or reinforced poly and carefully transported to a storage container or truck bed at a storage site that is approximately 5 miles from work site. Monument Stone base to be disassembled and removed, and then transported to a storage container or truck bed at a storage site as well. Stone base appears to come apart in pieces and care should be taken to try to remove in salvageable sections. Foundation to remain and be removed by others. Contractor will also remove adjacent set of cannons and stack of cannonballs. All components will be taken to a storage facility located approximately 5 miles from the site.

Location: All items to be removed from the site are located at 501 East Jefferson St, Charlottesville, VA 22902 on the south side of the site. See Attachment I, page 14 – **Location**. Structures are roughly 5'-10' from a small brick low wall adjacent to the sidewalk. The grade at the monuments is elevated roughly 16" above the sidewalk at East Jefferson. The sidewalk is approximately 14' wide in front of monuments and consists of loose laid brick pavers. East Jefferson at this location in front of the courthouse supports two-way traffic – single lane each direction. All adjacent brick walls, brick pavers, non-project related plaques and markers are to be considered to be historic in nature and care must be used working in the vicinity of these items.

Items to be Removed: The monument structure is 20'+ tall consisting of an assumed concrete foundation, carved stone monument base and topped with a bronze statue of a soldier. There are two flanking cannons and a pyramid of cannon balls centrally located between the cannons.

- a. **Statue** – Bronze, 18" wide by approx. 6' tall; Estimated weight 250 to 500 lbs. Remove statue from monument base, wrap in protective tarp or reinforced poly and safely transport to storage facility. See attached photo #'s 1 and 2 in Attachment I on page 15 of this document.

- b. **Additional Bronze Relief Plates** – 18” tall by approximately 3’ wide. There are 4 bronze reliefs surrounding the monument base to be removed and transported to storage facility. See attached photo #'s 3, 4, 5, and 6 in Attachment I on page 15 of this document.
- c. **Cannons** – Two (2), similar to M1857 12-Pounder "Napoleon"; Weight 1,400 – 1,800 lbs. each. Cannons may roll TBD. Cannons are currently chained to ground. Contractor to remove from foundation and safely transport to storage facility. See attached photo #'s 7 and 8 in Attachment I on page 15 of this document.
- d. **Monument Stone Base** to be removed and transported to storage site as well. Stone base appears to come apart in pieces and care should be taken to try to remove in salvageable sections.
- e. **Cannonballs** – Weight unknown. Appear to be grouted as a monolithic pyramid to concrete base. Remove with care, wrap with tarp or reinforced poly and transport cannonballs to storage facility.
- f. **Chains** holding monuments – are to be removed and taken to storage facility

Work by Others:

- 1. Stone Base Foundation – to remain and will be removed by others, dispose of legally off site
- 2. Foundations @ cannons and cannonballs – dispose of legally off site
- 3. Installation and maintenance of street closure barriers
- 4. Installation of orange safety fencing around perimeter of work area
- 5. Security will be provided by Albemarle County Police Department
- 6. Escort to storage facility will be provided by Albemarle County Police Department
- 7. County will be responsible for applying for and procuring the Street Closure Permit.

Criteria for Move: Preparation and Transportation of monuments off site.

- 1. Work will be performed at the site of an active Courthouse and Public square.
- 2. Street and parking closure – Closure plan will be provided by the County. GC to advise and coordinate on site movement with closures. Contractor is required to provide a Certificate of Insurance naming the City of Charlottesville as additionally insured.
- 3. Assume monument/statue does not pose any height restriction. Rigging contractor to confirm
- 4. Contractor to determine any weight issues for moving on public streets.
- 5. Contractor to price move of approximately 5 miles from the site.
- 6. Preparation of Receiving site – assumed offload at site to an exterior storage location. Local storage site is on a concrete slab. At receiving site contractor to store monuments on appropriate pads to avoid damage to existing slab construction. Move is less than 20 feet onto slab off vehicle.

VI. **QUOTE SUBMISSION INSTRUCTIONS:** The following is the standard RFQ format which should be followed with exceptions approved by the Purchasing Agent.

- A. Quotes shall be received by the date and time specified herein; late quotes may not be considered. Quotes must be submitted on the County Quotation Form (Attachment A) and shall include acceptance of all County Terms and Conditions, expressly stated herein or incorporated by reference. **Quote submission must include fully executed Attachments A through F** along with narrative response to any technical factors listed in VI. B below.
- B. **Quotes shall be received by electronic means (email) only** not later than the date and time established herein or as modified by an addendum hereto. It shall be the Bidder’s responsibility to ensure timely and accurate transmission / delivery. Bids received in the specified location late will not be considered.
- C. Ownership of all data, materials, and documentation originated and prepared for the County pursuant to the RFQ shall belong exclusively to the County and be subject to public inspection in accordance with the *Virginia Freedom of Information Act*. Trade secrets or proprietary information submitted by an offeror shall not be subject to public disclosure under the *Virginia Freedom of Information Act*; however, the offeror must invoke the protections of *Virginia Code 2.2-4342(F)*, in writing, either before or at the time the data or other material is submitted. The written notice must specifically identify the data or materials to be protected and state the reasons why protection is necessary. The proprietary or trade secret material submitted must be identified by

some distinct method such as highlighting or underlining and must indicate only the specific words, figures, or paragraphs that constitute trade secret or proprietary information. The classification of an entire quote document, line item prices, and/or total proposal prices as proprietary or trade secrets is not acceptable.

- D. All costs of proposal preparation and presentation shall be borne by each offeror. The County is not liable for any cost incurred by the offeror prior to issuance of a contract.
- E. **AUTHORITY TO TRANSACT BUSINESS:** Pursuant to *Virginia Code* § 2.2-4311.2 and in accordance with Title 13.1, Title 50, or as otherwise required by law, a contractor organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership shall be authorized by the State Corporation Commission to transact business in the Commonwealth as a domestic or foreign business entity and shall maintain registration as current throughout the life of the awarded contract. Attachment C applies, an executed copy of which shall be included with your quote submission.

VII. **EVALUATION AND CONTRACT AWARD:**

- A. Timely received quotes will be evaluated in accordance with the criteria set forth below.
- B. Basis for Contract Award: The Contract, if awarded, will be awarded to the lowest responsive and responsible offeror provided the offered quote is reasonable and is in the best interest of the County to accept it and subject to the County's right to reject all offers and to waive an informality in the offer. Attachment A, Quotation Form may contain a multi-part Line Items and may be awarded to a single Offeror a lump-sum price or may be based on award at the line item level to more than one Offeror, as determined to be in the County's best interest. In the event that the Total Evaluated Quotation from the lowest responsible bidder exceeds available funds, the County may negotiate the Total Evaluated Quotation amount with the apparent low Offeror to obtain a contract price within available funds, pursuant to §2.2-4318 of the Code of Virginia and Section 12(c) herein.
- C. THE CONTRACT: The successful Offeror(s) shall be issued a County Prepared Purchase Order (PO) terms and conditions found at Attachment H hereto. **A County PO must be accepted by the awardee and shall be signed by the parties as a requirement to receive an award pursuant to this solicitation.** Any Offeror that requires, as policy of the Offeror, certain terms and conditions to be included in the contract shall provide such with the written proposal submission. Albemarle County Terms and Conditions shall take precedence over any conflicting Offeror terms and conditions. The County reserves the right to make multiple awards to multiple contractors, including awards at line item pricing levels, as determined to be to the best advantage to the County.

VIII. **PRE-QUOTE CONFERENCE:** No pre-quote conference is scheduled for this solicitation. Potential Bidders may visit the site on their own: 501 E. Jefferson St, Charlottesville, VA 22902.

IX. **GENERAL TERMS AND CONDITIONS:**

- A. Refer to the General Terms and conditions located online at <http://www.albemarle.org/deptforms.asp?department=purchasing>.

X. **SPECIFIC TERMS AND CONDITIONS:**

- A. **ADDITIONAL SITES:** Removed items will be transported to site that is approximately 5 miles from jobsite.
- B. **AUDIT:** The contractor shall retain all books, records, and other documents relative to this contract for five (5) years after final payment, or until audited by the County of Albemarle, whichever is sooner. The agency, its authorized agents, and/or the County of Albemarle shall have full access to and the right to examine any of said materials during the said period.
- C. **AWARD TO MULTIPLE OFFERORS:** The County of Albemarle reserves the right to make multiple awards as a result of this solicitation. The award(s) will be made to the Offeror(s) meeting the requirements of the solicitation. The County of Albemarle reserves the right to conduct any tests it may deem advisable and to make all evaluations. The County of Albemarle also reserves the right to reject any or all offers, in whole or in part, to waive informalities and to delete items prior to making the award, whenever it is deemed in the sole opinion of the procuring public body to be in its best interest.

- D. CONTRACTOR LICENSE REQUIREMENTS: State statutes and regulatory agencies require that some firms be properly registered and licensed, or hold a permit, prior to performing specific types of services. If firms provide removal, repair, improvement, renovation or construction-type services they, or a qualified individual employed by the firm, must possess and maintain an appropriate State of Virginia Class A, B, or C Contractor License (as required by applicable regulations and value of services to be performed) for the duration of the Agreement. It is the firm's responsibility to comply with the rules and regulations issued by the appropriate State regulatory agencies. A copy of the license must be furnished upon request to the County of Albemarle
- E. CONTRACTOR'S TITLE TO MATERIALS: does not apply to this solicitation.
- F. COOPERATIVE CONTRACTING: does not apply to solicitation.
- G. DELIVERY AND STORAGE: Delivery to storage facility approximately 5 miles from jobsite.
- H. DELIVERY /START OF WORK NOTIFICATION: The Agency shall be notified 48 hours prior to delivery of any items so that personnel are aware of the start of work and can notify appropriate personnel. Notification shall be made to:

Email – babplanalp@albemarle.org

- I. ERROR IN EXTENSION OF PRICES: In the case of error in the extension of prices the unit price shall govern.
 - J. INSPECTION OF JOB SITE: The vendor is responsible for thorough examination of the documents and the project site prior to offering. Contractors will not be allowed extra compensation for conditions which could have been determined by examination of the documents and/or the site prior to submission of offers.
 - K. NEW EQUIPMENT: does not apply to this solicitation.
 - L. ORDERING OPTION: does not apply to this solicitation.
 - M. QUANTITIES: Quantities set forth in this solicitation are estimates only, and the contractor shall supply at offered prices actual quantities as ordered, regardless of whether such total quantities are than those shown.
 - N. RENEWAL OF CONTRACT: does not apply to this solicitation.
 - O. SCHOOL CONTRACTOR CERTIFICATION: does not apply to this solicitation.
 - P. MSDS: does not apply to this solicitation.
- XI. METHOD OF PAYMENT: Payment will be made within 30 days upon completion of the scope of work, including any site clean-up and County Inspection of the site.
- XII. PRICING SCHEDULE: Offeror shall include pricing and delivery information on ATTACHMENT A, QUOTATION FORM.

XIII ATTACHMENTS:

ATTACHMENT A	Pricing Schedule/ Contractor's Quote Form
ATTACHMENT B	Vendor Data Sheet
ATTACHMENT C	State Corporation Commission & Registered Agent Form
ATTACHMENT D	Certification of No Collusion
ATTACHMENT E	Not Used
ATTACHMENT F	Insurance Requirements
ATTACHMENT G	Not Used
ATTACHMENT H	Contract Form
ATTACHMENT I	Project Photos

QUOTATION FORM

RFQ#: 2021-08131-11

Title: Albemarle County Circuit Court Monuments Removal – Package A

Vendor Name: _____

Name of Vendor Representative, and title: _____

Base Bid Package A: Total Lump Sum Price to Perform All Work as Described in Sections IV and V Above and per All Terms, Conditions and Specifications herein.

_____ \$ _____

(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words shall govern.)

Bid Additive / Deduct - Package A: Total Lump Sum Add or Deduct to disassemble stone monument base and convey to an approved legal facility off-site

_____ \$ _____ Add / Delete (circle one)

(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words shall govern.)

Unit Price – Package A: Total Cost Per Mile to deliver all items in section V, Scope of Work / Description of Items, Listed on Pages 3 & 4, to an alternate location than specified not greater than 85 miles from the jobsite. Price per mile will include equipment / trucks, permits, personnel and other associated costs. County will provide police escort.

_____ \$ _____ per mile

It is assumed that the project duration is 2 days. Please enter # of anticipated days to complete project as described herein _____

Please pay close attention to requirements on page 13.

ATTACHMENT B

VENDOR DATA SHEET

Note: The following information is required as part of your response to this solicitation. Failure to complete and provide this sheet may result in finding your quotation nonresponsive.

1. Qualification: The vendor must have the capability and capacity in all respects to satisfy fully all of the contractual requirements.

2. Vendor's Primary Contact:

Name: _____ Phone: _____

3. Years in Business: Indicate the length of time you have been in business providing this type of good or service:

_____ Years _____ Months

4. Vendor Information:

FIN or FEI Number: _____ If Company, Corporation, or Partnership

5. Indicate below a listing of at least four (4) current or recent accounts, either commercial or governmental, that your company is servicing, has serviced, or has provided similar goods. Include the length of service and the name, address, and telephone number of the point of contact.

A. Company: _____ Contact: _____

Phone:(_____) _____ Fax: (_____) _____

Project: _____

Dates of Service: _____ \$ Value: _____

B. Company _____ Contact: _____

Phone:(_____) _____ Fax: (_____) _____

Project: _____

Dates of Service: _____ \$ Value: _____

C. Company: _____ Contact: _____

Phone:(_____) _____ Fax:(_____) _____

Project: _____

Dates of Service: _____ \$ Value: _____

D. Company: _____ Contact: _____

Phone:(_____) _____ Fax:(_____) _____

Project: _____

Dates of Service: _____ \$ Value: _____

I certify the accuracy of this information.

Signed: _____ Title: _____ Date: _____

Attachment B

1

STATE CORPORATION COMMISSION & REGISTERED AGENT FORM

Virginia State Corporation Commission (SCC) registration information.

Code of Virginia § 13.1-757. A foreign corporation may not transact business in the Commonwealth until it obtains a certificate of authority from the Commission.

The Offeror:

<input type="checkbox"/>	is a corporation or other business entity with the following Virginia SCC identification number: _____ -OR-
<input type="checkbox"/>	is not a corporation, limited liability company, limited partnership, registered limited liability partnership, or business trust - OR-
<input type="checkbox"/>	<p>is not required to obtain a certificate of authority from the Virginia SCC, pursuant to <i>Virginia Code</i> § 13.1-757(B) because its sole contact(s) with the Commonwealth consist(s) of:</p> <ol style="list-style-type: none"> 1. <input type="checkbox"/> Maintaining, defending, or settling any proceeding; 2. <input type="checkbox"/> Holding meetings of the board of directors or shareholders or carrying on other activities concerning internal corporate affairs; 3. <input type="checkbox"/> Maintaining accounts in financial institutions; 4. <input type="checkbox"/> Maintaining offices or agencies for the transfer, exchange, and registration of the corporation's own securities or maintaining trustees or depositories with respect to those securities; 5. <input type="checkbox"/> Selling through independent contractors; 6. <input type="checkbox"/> Soliciting or obtaining orders, whether by mail or through employees or agents or otherwise, if the orders require acceptance outside this Commonwealth before they become contracts; 7. <input type="checkbox"/> Creating or acquiring indebtedness, deeds of trust, and security interests in real or personal property; 8. <input type="checkbox"/> Securing or collecting debts or enforcing deeds of trust and security interests in property securing the debts; and holding, protecting, or maintaining property so acquired; 9. <input type="checkbox"/> Owning, protecting, and maintaining property; 10. <input type="checkbox"/> Conducting an isolated transaction that is completed within 30 consecutive days and that is not one in the course of similar transactions; 11. <input type="checkbox"/> For a period of less than 90 consecutive days, producing, directing, filming, crewing or acting in motion picture feature films, television series or commercials, or promotional films that are sent outside of the Commonwealth for processing, editing, marketing and distribution. The term "transacting business" as used in this subsection shall have no effect on personal jurisdiction under § 8.01-328.1; or 12. <input type="checkbox"/> Serving, without more, as a general partner of, or as a partner in a partnership which is a general partner of, a domestic or foreign limited partnership that does not otherwise transact business in the Commonwealth; or 13. <input type="checkbox"/> Transacting business in interstate commerce. -OR
<input type="checkbox"/>	is an out-of-state business entity that is including with this bid <u>an opinion of legal counsel</u> which accurately and completely discloses the undersigned bidder's current contacts with Virginia and describes why those contacts do not constitute the transaction of business in Virginia within the meaning of § 13.1-757 or other similar provisions in Titles 13.1 or 50 of the Code of Virginia. Attach opinion of legal counsel to this form.

Registered Agent Information

Please specify the Registered Agent who will accept service of process on your behalf.

Agent Name: _____

Physical Address (no Post Office Boxes):

I certify the accuracy of this information.

Signed: _____ Title: _____ Date: _____

CERTIFICATION OF NO COLLUSION

The undersigned, acting on behalf of _____, does hereby certify in connection with the procurement and bid to which this Certification of No Collusion is attached that:

This bid is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce: nor is this bid the result of, or affected by, any act of fraud punishable under Article 1.1 of Chapter 12 of Title 18.2 Code of Virginia, 1950 as amended (&&18.2-498.1 atseq.)

Signature of Company Representative

Name of Company

Date

ACKNOWLEDGEMENT

STATE OF VIRGINIA

COUNTY OF ALBEMARLE, to wit:

The foregoing Certification of No Collusion bearing the signature of _____ and dated _____ was subscribed and sworn to before the undersigned notary public by _____ on _____.

Notary Public

My commission expires: _____

CODE OF VIRGINIA

&18.2-498.4. Duty to provide certified statement. A. The Commonwealth, or any department or agency thereof, and any local government or any department or agency thereof, may require that any person seeking, offering or agreeing to transact business or commerce with it, or seeking, offering or agreeing to receive any portion of the public funds or moneys, submit a certification that the offer or agreement or any claim resulting thereon is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce, or any act of fraud punishable under this article.

B. Any person required to submit a certified statement as provided in paragraph A above who knowingly makes a false statement shall be guilty of a Class 6 felony. (1980, c.472)

INSURANCE REQUIREMENTS

Insurance coverage and limits as follows, which assumes a boom truck or small crane. Value of the monuments is assumed to be less than \$1,000,000.

INSURANCE: By signing and submitting a proposal under this solicitation, the offeror certifies that if awarded the contract, it will purchase and maintain, at its sole expense, and from a company or companies authorized to do business within the Commonwealth of Virginia, insurance policies containing the following types of coverages and minimum limits, protecting from claims which may arise out of or result from the Offerors's performance or non-performance of services under this Contract, or the performance or non-performance of services under this Contract by anyone directly or indirectly employed by the Offeror or for whose acts it may be liable:

All insurance coverage:

Shall be issued by an insurance carrier authorized to do business within the Commonwealth of Virginia and rated A – VIII or better, by A. M. Best Company or equivalent rating from an alternate recognized ratings agency, and otherwise acceptable to the County;

Proof of Insurance: Prior to performance of any services or delivery of goods, the Offeror shall (i) have all required insurance coverage in effect;

General Liability: \$1,000,000 per occurrence /\$2,000,000 aggregate limit. Albemarle County and the City of Charlottesville shall be listed individually as an additional insured on a primary and non-contributory basis. A waiver of subrogation is required.

Automobile Liability: \$1,000,000. County shall be listed as an additional insured on a primary and non-contributory basis. A waiver of subrogation is required.

Workers Compensation: \$1,000,000 per occurrence for bodily injury/\$1,000,000 per employee for bodily injury by disease/\$1,000,000 per policy limit for bodily injury by disease. A waiver of subrogation is required.

Umbrella: \$1,000,000 minimum. County shall be listed as an additional insured on a primary and non-contributory basis. A waiver of subrogation is required. It is acceptable for the umbrella to indicate that it is form following.

The County of Albemarle, Virginia, its officers, agents and employees are named as additional insured on all listed insurance coverage, except Workers' Compensation, and are so endorsed to the policy. Umbrella Follows Form. Coverage on a primary and non- contributory basis. Should any of the described policies be substantially modified or cancelled, 30 days written notice will be provided to the County.

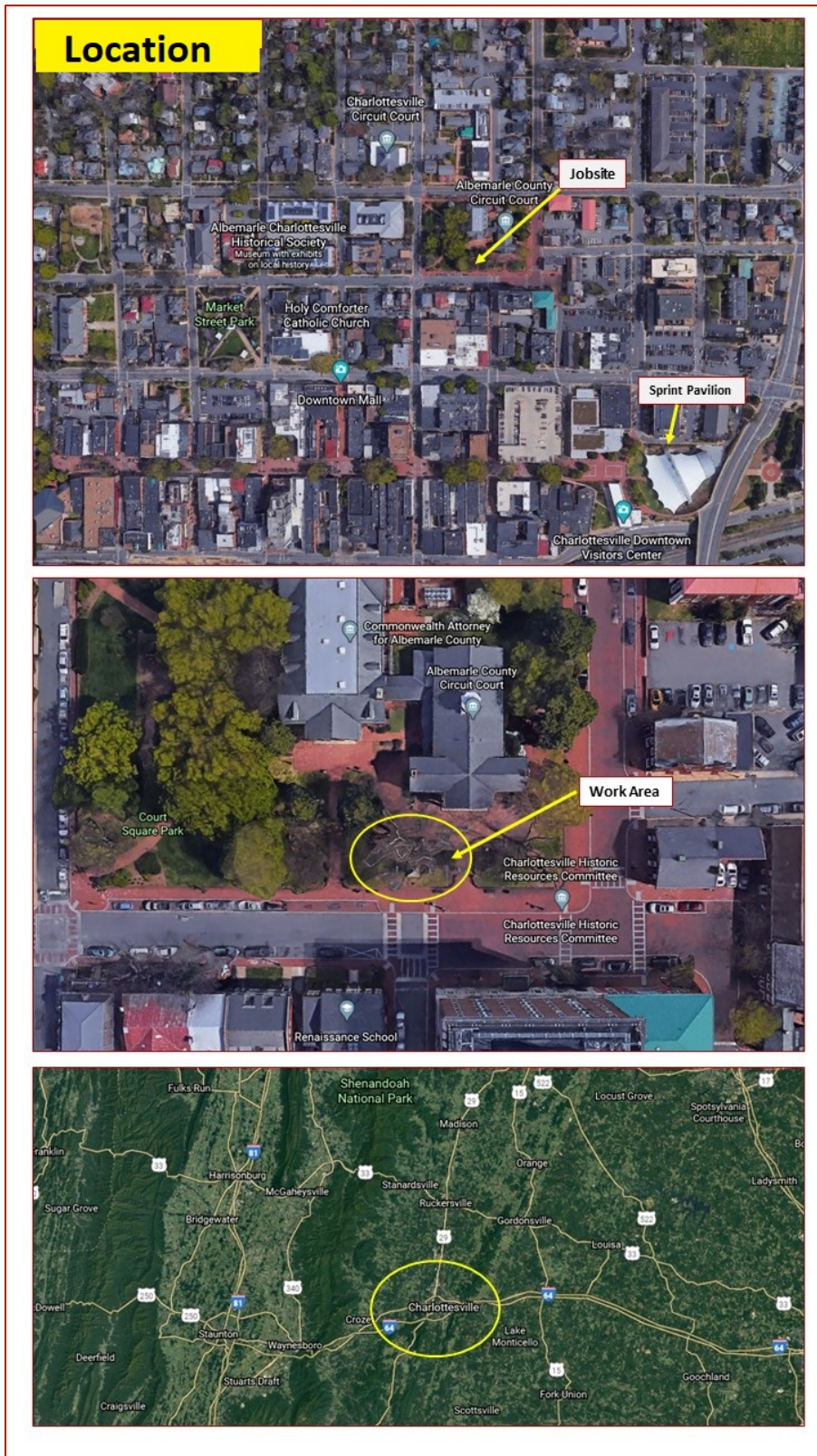
Contract Form

Contract will be in the form of a Purchase Order that will include references to contract documents.

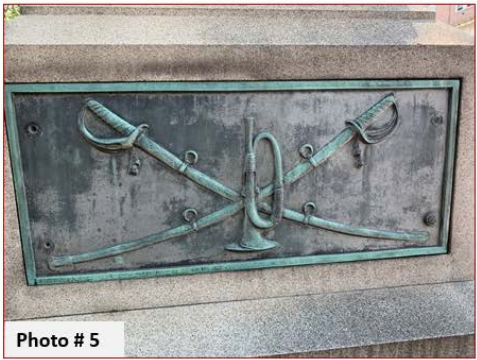
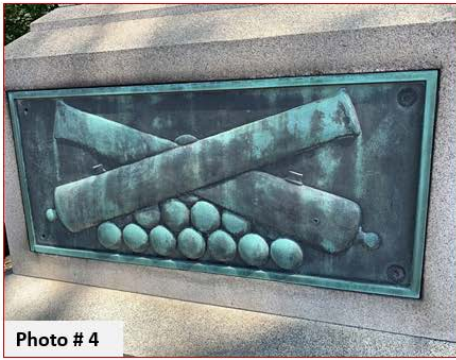
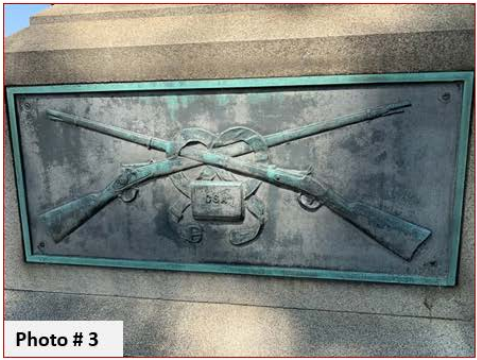
Prior to Award of the Purchase Order, the Contractor must furnish the following:

- A. Albemarle County Vendor Registration Number – please email vendorsupport@albemarle.org to get started on this process. They will assist you with the forms below:
- B. Albemarle County Substitute W9 form _____
- C. State Corporation Commission (SCC) form _____
- D. FIN or FEI Number (see page 8) _____

Jobsite Photos



RFQ # 2021-08131-11 – Package A



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