



PRE-PROPOSAL CONFERENCE AGENDA FOR

RFP 22-23-088

ON-CALL CONCRETE MAINTENANCE AND CONSTRUCTION

May 25, 2023 at 10:00 AM

CITY OF DANVILLE MUNICIPAL BUILDING – 2ND FLOOR CONFERENCE ROOM

01. PROJECT DESCRIPTION

Provide concrete maintenance, repair, and related construction services on an on-call, as-needed basis.

02. DUE DATE

Sealed proposals shall be submitted to the Purchasing Office no later than:
4:00 PM, June 8, 2023

Deadline for questions submitted (email to purchasing@danvilleva.gov and FRANKCP@danvilleva.gov):
5:00 p.m. Thursday, June 1, 2023

03. PROPOSAL EVALUATION AND AWARD

Proposals will be evaluated and scored and award will be made as described in the RFP in order to determine which proposals are in the competitive range. Following this process, if more than one contractor submitted a proposal, the City will negotiate with at least two contractors utilizing a forced elimination process. To inform this process, the City may require multiple informal meetings or discussions with the selected contractors. The award decision will be based on perception of best value considering all relevant factors. The final decision may or may not exactly reflect the initial RFP scoring process.

04. CONTRACT TERM

Initial Contract Term:	One (1) year
Contract Renewal:	Up to four (4) additional one-year terms
Max. Individual Order:	\$500,000
Max. Contract Value:	\$6 million

05. BONDS REQUIRED

Bid Bond:	Fixed bid bond of \$2,500 (submit with proposal)
Performance & Payment Bonds:	Fixed performance and payment bonds of \$50,000* (due upon Notice of Award)

Basis of Bonds: The City anticipates that the value of outstanding work at any given time typically would not exceed \$50,000. For larger orders requiring additional performance and payment bond coverage, premiums on the excess bond coverage will be under a separate line item.

06. REGISTRATION

Prime and subcontractors shall be properly registered through the State Board for Contractors; the successful contractor and any subcontractors performing this work are also required to have or obtain a City of Danville business license.

07. PROPOSAL SUBMISSION AND CONTENTS

Several forms were developed and included in the RFP to be used in preparation of proposals with the intent of maximizing the consistency of proposals received and minimize the time required of potential offerors to organize and submit a responsive proposal.

Specific proposal submission requirements are found in Section 3.0 of the RFP. Offerors may attach additional supplemental information to support their proposals so long as all required proposal forms are still submitted. In the case of conflicting information between information submitted on the official forms and in any miscellaneous supporting attachments, evaluation will be based on information submitted on the official forms.

Proposals must be typewritten or handwritten legibly using blue or black ink. Electronic versions of the Statement of Qualifications, Exceptions Form, and the Unit Price Sheet may be downloaded by following the URL listed near the bottom of the front page of the RFP: https://danvilleva-my.sharepoint.com/:f/g/personal/frankcp_danvilleva_gov/Em4ZbJvxVYZLrmtbZt32BcBskYbmte-NbFueubnY2TsQQ?e=axLxTY

08. DISCUSSION



**City of Danville
Pre-bid Conference**

Sheet

Date: May 25, 2023
Project: RFP 22-23-088 "On-Call Concrete Maintenance and Construction"

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Chris Meadows	City of Danville	434-799-5019		meadocr@danvilleva.gov
Ben Major	Major Const. Inc.	434-572-0411		Ben@majorconstructioninc.com
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