



**IFB NO. 52411-FY25-06**  
**TRAFFIC SIGNAL COMPONENTS INSTALLATION & REPLACEMENT**

**ADDENDUM NO. 2**

**NOVEMBER 6, 2024**

**ITEM NO. 1: PRE-BID MEETING ATTENDEES**

- The attendees of the non-mandatory pre-bid meeting included representatives from the following firms: B&B Signal.

**ITEM NO. 2: PRE-BID MEETING OVERVIEW**

A non-mandatory pre-bid meeting was held on Monday, October 28, 2024 at 9:00AM via Microsoft Teams.

The Town's Buyer provided an overview of the following procurement information:

- All information regarding this project can be found on the Town's Bid Board: <http://www.leesburgva.gov/bidboard>. To receive updates, such as addenda, please register to receive updates on the Town's Bid Board
- Up until contract award, **all** questions must be submitted in writing to: [BidQuestions@leesburgva.gov](mailto:BidQuestions@leesburgva.gov)
- Question deadline is 5:00 p.m. ET on Thursday, October 31, 2024
- Bids are due on Wednesday, November 13, 2024 @ 2:30 p.m. ET. (unless modified via addendum)
- Bid Submission:
  - Bids shall be submitted electronically via the Commonwealth's eProcurement website, eVA: [www.eva.virginia.gov](http://www.eva.virginia.gov)
  - No late bids will be accepted (including partially uploaded bids)
- Required Bid Response Forms:
  - IFB Submission Form (Page 35)
  - Reference Form (Page 36-37)
  - Qualification Form (Page 38)
  - Addenda Acknowledgement (Page 39) – **Addendum No. 1 issued 10/25/2024**
  - Bid Form (Page 40-42) Unit Pricing with several Line Items. **Must be submitted with bid package and bidders shall also data-enter the Total Bid Price in eVA.**
  - Certifications
- Bid Opening:
  - At the bid due date/time, a public bid opening will be held via Microsoft Teams
- Town of Leesburg Demographic Survey (optional)
  - In an effort to help the Town evaluate access to public meetings, a demographic survey is available at: <https://portal.laserfiche.com/h4073/forms/DemoSurvey>.
  - The demographic survey is strictly voluntary and anonymous.

**ITEM NO. 3: PRE-BID MEETING SCOPE OF WORK DISCUSSION**

The Town's Utilities Project Manager described the scope of work as listed in the IFB:

The Town of Leesburg is accepting sealed bids from qualified bidders to establish a multi-year term contract to provide and/or installing traffic signal equipment such as loop detectors, conduits, cables, tether wires, pre-emption, equipment, signal heads, pedestrian signals, video equipment, and other related traffic signal work as required by the Town. This

project requires a Level II technician certified by the International Municipal Signal Association be present for all work performed under this contract. The Town reserves the right to perform all, part, or none of the work.

#### **ITEM NO. 4: QUESTIONS AND CLARIFICATIONS**

Interested bidders shall be mindful of the following responses to the questions received:

1. What is the cost estimate/budget?

**RESPONSE:** The Town will use the Unit Pricing as needed, throughout the year with a FY25 budget of \$110,000. This will be based on council budgeting each year +/- as voted on.

2. Can you provide the current plan holder list?

**RESPONSE:** The Town does not have a plan holder list.

3. What is the construction timeline including start and end dates?

**RESPONSE:** This is a maintenance contract and not construction. The Contract term is a one-year contract with four (4) one-year renewal options.

***Bidders must take due notice and be governed accordingly. This addendum must be acknowledged as indicated in the Invitation for Bid or your bid may not be considered.***

***For the Town of Leesburg,***

***Kelly Neff, CPPB, VCO***

***Buyer II***

***Town of Leesburg, Virginia***

***Email: [kneff@leesburgva.gov](mailto:kneff@leesburgva.gov)***

***Bid Board: <http://www.leesburgva.gov/bidboard>***