

## Questions and Answers for the Wayfinding Signs Project

1. The solicitation references an attached Street Sign Location Summary identifying sign locations, types, and quantities, is not in the package.  
**Starts on page 50, does not have a heading on the page.**
2. Is there a virtual option for the Pre-bid meeting?  
**No**
3. For the VA license, does the contractor and subcontractor need to be licensed in VA?  
**Yes**
4. Does the subcontractor need to have a license in the Town of Berryville?  
**Yes**
5. Is a VA contractor's license (DPOR) required at the time of bid submittal, or may it be provided after bid award?  
**Yes, on the Bidders Checklist page 12**
6. May a licensed subcontractor be utilized as a third-party contractor in lieu of the prime contractor holding the required license?  
**No**
7. Is it mandatory for both the prime contractor and the subcontractor and all subcontractors performing work under this contract to hold valid and appropriate licenses?  
**Yes**
8. Is the bid form on page 70 of the IFB the only form required for pricing?  
**No, Bid Bond Form on page 13, Bid Form on page 23 and Vendor Registration on page 70.**
9. Can Maryland based sign companies may submit a bid without a Class A or B Virginia Contractors License?  
**No. Virginia license is required.**

10. Are prevailing wages applicable to this project?

Yes.

11. Can you please provide a breakdown of the quantities of signs/ installation substrates for ground-mounted signs?

This is not available.

12. Can the following be provided during installation: One 20' x 40' exterior open staging area and one 10' x 10' climate-controlled space to protect finished graphics panels prior to and during installation?

Yes, to the open staging area and no to the climate-controlled staging area.

13. Is hydro excavation preferred for concrete footing installations, given its reduced risk and enhanced protection of existing utilities? Is there any information available regarding soil conditions?

No method is directed. Soil is often rocky and compacted.

14. Will progress payments be based on a mutually approved Schedule of Values, tied to percentage completion supported by stored material documentation including photographs completed?

Yes.

15. Do shop drawings and foundation/footer drawings require review and stamping by a structural engineer licensed in the State of Virginia?

Yes.

16. Is there a publicly advertised project budget or government estimate that can be shared with bidders?

<https://berryvilleva.portal.civicclerk.com/event/729/files/agenda/848> No.

17. Are there any restrictions on working hours, including limitations on evening or weekend work?

Yes, see Construction Standards Chapter 11- Noise Ordinance. Work requiring inspection, Monday through Friday 7:00am to 3:00pm, excluding Town observed Holidays.

18. How many total signs represent the full scope of new signage to be fabricated and installed and how many signs to be removed and disposed of?  
23 signs to be fabricated and installed and 8 signs to be removed and disposed of.
19. Which sign locations fall within VDOT right-of-way versus Town-controlled right-of-way, and will traffic control be assumed for all VDOT ROW installations?  
All fall within VDOT right-of-way. Both Town and VDOT permits are required. Yes, all traffic control should be done for all signs.
20. Are concrete footings required for all ground-mounted signs? Is the footing size/spec standardized or site specific? Is excavation assumed to be hand-dug or machine-dug?  
Hand-dug concrete footing that meets VDOT standards for placement for breakaway signs.
21. Will sign locations be pre-staked by the Town or VDOT, or is the contractor responsible for verification and staking prior to installation?  
The Contractor is responsible for staking per Contractor Responsibilities on page 5.
22. Are there any known subsurface conditions, utilities, or restrictions at sign locations that bidders should be aware of, or should bidders assume standard foundation requirements at all locations?  
See Contractor Responsibilities, on page 5.
23. Are all Town and VDOT permits and associated fees to be included in the base bid? Are there any permits already obtained by the Town or is the Contractor responsible for all permitting?  
Contractor is responsible for all permitting. See Contractor Responsibilities on page 5.
24. Is the inspection and acceptance process for completed signage including acceptance per sign, per location, or upon completion of the full project?  
The Contractor shall provide the Town with proofs of signs before fabrication. The Town has the right to inspect completed signs by either emailed photos or in-person, prior to installation.
25. Is the project expected to be installed as a single phase or will phase installation be required based on location or coordination with VDOT?  
Complete installation preferred, but the Town reserves the right to negotiate with the lowest responsible bidder, see page 17.

26. In the fabricator notes do the design drawings and proofs meet the requirement for fully engineered drawings? Do these need to be recreated in CAD format by an engineer?  
**See sheet 1 of Design Intent Document B.**

27. Are existing foundations required to be removed or cut flush? Will they need to be engineer stamped and who approves them?  
**The Town reserves the right to visual inspections, see page 16.**

28. Will traffic control plans (TCPs) be required?  
**Yes, see VDOT Community Wayfinding Manual.**

29. Must TCPs be engineer-stamped and who approves them?  
**Per VDOT standards.**

30. Should costs for lane closures, flaggers, and MOT setups be included in the bid?  
**Yes.**

31. Are existing foundations to be removed or cut flush?  
**If it is on concrete it is to be cut flush, if it is on grass, it is to be removed.**

32. Are any signs to be salvaged or reused?  
**No.**

33. Does the five-year warranty apply to fabrication only, installation and graphics fading/delamination?  
**All of these. See Warranty on page 7.**