



AGENDA

**COUNTY OF WASHINGTON, VIRGINIA
CONCEPTUAL PHASE
DESIGN-BUILD OF COURTHOUSE EXPANSION AND RENOVATION
UNDER THE VIRGINIA PUBLIC PRIVATE EDUCATION FACILITIES
AND INFRASTRUCTURE ACT (PPEA)**

**Mandatory Pre-Proposal Meeting
December 17, 2020 - 10:00 am**

- Introductions
 - Overview of the Proposed Project
 - Issues and Challenges
 - Elliott Building
 - Parking
 - Thompson & Litton Study
 - County's Expectations and PPEA Process
 - Solicited Conceptual Phase Proposals
 - Detailed Phase Proposals
 - Interim Agreement for Design and Preconstruction Phase Services
 - Comprehensive Agreement for Construction Phase Services
 - Conceptual Phase Proposal Submission Requirements
 - Mandatory Criteria (Section 6)
 - Relevant experience of firms (similar projects and related experience)
 - Relevant experience of key personnel and consultants
 - Management Approach (incl. characteristics, estimated cost, and schedule)
 - References
 - Financial Condition (AIA A305)
 - Safety Performance
 - Claims/Final Resolution/Judgements
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- Failure to Complete
 - Other Relevant Criteria
 - Six (6) hardcopies and electronic copy on USB drive
 - Deliver to:
 - County of Washington, Virginia
 - Attn: Tammy Copenhaver
 - Director, Department of Budget and Finance
 - Washington County Government Center
 - 1 Government Center Place, Suite A
 - Abingdon, VA 24210
 - Tentative Schedule:
 - Conceptual Proposals due by 2:00 PM on January 14, 2021
 - Announce shortlist: Early February 2021
 - Issue request for Detailed Phase Proposals: February 2021
 - Detailed Phase Proposals due: March 2021
 - Interviews: March 2021
 - Enter into contract negotiations: March 2021
 - Communications Protocol
 - Last day for questions: January 8, 2021 by 5:00 PM
 - Addenda
 - Addendum #1 and #2 posted to County's website and eVa
 - Addendum #3 to be issued following pre-proposal conference
 - Tour and Upcoming Site Visits
 - Future Site Visits
 - Questions & Answers
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