



ROANOKE COUNTY

Purchasing Division

5204 Bernard Drive, Suite 300-F, P.O. Box 29800
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TEL: (540) 772-2061 FAX: (540) 772-2074

August 20, 2024

ADDENDUM NO. 2 TO ALL BIDDERS:

Reference – IFB 2025-012

Description: Glade Creek Greenway Vinyard Park West

Issue Date: July 23, 2024

Proposal Due: September 3, 2024

The above Project is hereby changed or clarified as addressed below:

1. **VDOT Required Civil Rights Forms**: Please note that all required civil rights forms are due *with bid submission* on September 3, 2024 at 2:00 PM. These required forms are outlined in the Project Manual.
2. **Notice to Proceed**: Roanoke County intends to award a contract with the understanding that a Notice to Proceed with the work will not be issued prior to November 1, 2024. No work shall occur in the park prior to this date.
3. **Tree Clearing**: tree clearing operations must commence after November 15, 2024, and all clearing must be complete prior to March 15, 2025.
4. **Staking**: All proposed improvements, including clearing limits, shall be staked by a licensed surveyor.
5. **Pre-Bid Conference Attendance**: Please see attached for a copy of the sign-in sheets from the mandatory pre-bid conference held on August 5, 2024.

Note: A signed acknowledgment of this addendum must be received at the location indicated on the original solicitation either prior to the proposal due date or attached to your proposal. Signature on this addendum does not substitute for your signature on the original proposal/bid document. The original proposal/bid document must be signed.

Thank you,

Kate Hoyt
Phone: (540) 283-8149
KHoyt@roanokecountyva.gov

Sign Name:

Print Name:

Name of Firm:

Date:

(PLEASE PRINT)

Name/Title Donie Runion / President
Organization Burleigh Construction
Email & Phone drunion@burleighconstruction.com 434-993-2214

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Name/Title Craig Moore
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IFB #2025-012 Glade Creek Greenway Vinyard Park West
PRE-BID MEETING SIGN-IN LOG
August 5, 2024 10:00 AM

(PLEASE PRINT)

Name/Title John Reed
Organization Hammond - Mitchell inc
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Name/Title James Terry
Organization Holt Inc
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