



NOTICE OF ADVERTISEMENT

APRIL 14, 2009

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Notes from the Contract Engineer for April 2009

- **Revision to FHWA-1273 Concerning Employee Social Security Numbers and Addresses on Payroll Submissions**

On January 18, 2009, the final rule for US Department of Labor regulations revising 29 CFR Parts 3 and 5 became effective. The final rule requires the contractor when submitting weekly payrolls to provide all required information except that full social security numbers and home addresses shall not be included, thus protecting the worker's privacy. The **FHWA 1273, Memorandum and CFR Change** now included in bid proposals replaces Section V, Paragraph 2b of **FHWA 1273-Required Contract Provisions Federal-Aid Construction Contracts** with the following:

The payroll records shall contain the name, and the last four digits of the social security number of each such employee, his or her correct classification; hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalent thereof the types described in Section 1(b)(2)(B) of the Davis Bacon Act); daily and weekly number of hours worked; deductions made; and actual wages paid.

- There have been several nationwide incidences reported recently where variable message signs have been hacked into. The motorist alert messages have been changed by hackers putting the public at risk. Hackers were able to gain access to the signs because the sign owners did not change the factory default password. I have attached an announcement from ADDCO that while specific to their signs, the message certainly applies to all models. Please take appropriate actions to ensure your signs are safe from misuse.
- The Live Streaming Video Broadcast of the Bid Letting is still in test mode. Eventually you will access the letting via a button on the Construction Website. Until we are able to supply that link, I will send the Link by e-mail to all Prequalified Vendors and our Industry Associations.

INFORMATION

- Most projects on the current advertisements are now governed by the newly released 2007 Road and Bridge Specifications. Please be sure to examine the proposal to determine which edition applies. Under the 2007 Specifications the Standards and Specification books are no longer supplied free of charge with the award of a project. Contractors may purchase the new 2007 edition from the plan room for \$10 each. A new edition of the Road & Bridge Standards is now available sale in 2009.
- You can order plans and proposals via e-mail. The order form will be available on line at www.virginiadot.org/business/const and will be a fill it form. Once you complete the form you may e-mail it to vdotcoplanroom@vdot.virginia.gov.
- If you do not purchase paper plans or proposals from the VDOT plan room, I cannot notify you of plan revisions. It is your responsibility to check in NOTICES on the VDOT advertisement page for Revisions.
- Notice that the approximate value of advertised work is included on the paper and website advertisement. This is the cash forecast estimate and **NOT** the Engineer's Estimate. It contains Engineering, State Force Work & Contingencies, as well as the construction costs. This should be used only to judge the relative size of the job.
- Electronic Plans are available during the advertisement cycle. This can help you decide whether you are interested in bidding on a job. You can look at the plans and proposal on-line before you buy paper plans on the website at www.virginiadot.org/business/const. Under "all things advertisement" click on "instructions for utilizing the Falcon Website. Call me if you need more information.
- Use CABB (Contractor's Advertisement Bulletin Board) to ask questions about a job. Just click on the "?" on the advertisement page. It is the only way to ask questions during advertisement. You must be a plan holder to ask questions. If no questions have been asked, the question mark is **BLUE**. It will be **RED** if questions have been asked.
- If you have questions about the website, please contact Mary Roane at 804-786-2124.
- **When preparing bids for projects with DBE goals, VDOT encourages prospective bidders to seek the assistance of the following offices;**

Virginia Department of Minority Business Enterprises

111 East Main Street, Suite 300
Richmond, VA 23219
Phone: (804) 786-2260
Toll Free (VA Only) 1-800-223-0671
www.dmb.e.virginia.gov

Metropolitan Washington Airports
Authority

Equal Opportunity Programs Department
1 Aviation Circle
Washington, DC 2001
Phone: (703) 417-8625
www.netwashairports.com

Contractors are also encouraged to seek help from the VDOT Districts EEO Offices, Central Office Civil Rights Office and the VDOT BOWD Center as listed below:

VDOT Central Office
1221 East Broad Street
Richmond, VA 23219
(804) 786-2085

Lynchburg District
4219 Campbell Avenue
Lynchburg, VA 24506
(434) 856-8168

Bristol District
870 Bonham Drive
Bristol, VA 24203
(276) 669-9907

Northern Virginia District
14685 Avion Parkway
Chantilly, VA 20151
(703) 383-2341

Culpeper District
1601 Orange Road
Culpeper, VA 22701
(540) 829-7523

Richmond District
2430 Pineforest Drive
Colonial Heights, VA 23834
(804) 524-6091

Fredericksburg District
87 Deacon Road
Fredericksburg, VA 22405
(540) 899-4562

Salem District
731 Harrison Avenue
Salem, VA 24153
(540) 387-5453

Hampton Roads District
1700 N. Main Street
Suffolk, VA 23434
(757) 925-2519

Staunton District
811 Commerce Road
Staunton, VA 24401
(540) 332-7888

Business Opportunity and Workforce Development (BOWD)
1602 Rolling Hills Drive
Suite 110
Richmond, VA 23229
Phone: (804) 662-9555

The following informational websites may be of assistance:

www.virginia.gov/business/bu_bizDev.asp

www.virginia.gov/business/bu-civil-rights-home.asp

Don Silies
State Contract Engineer
Virginia Department of Transportation
(804) 786-1630

Important Notice to Bidders

The Governor has determined that all commerce with the Commonwealth of Virginia will utilize one central procurement portal that is common to all agencies. It is called eVa for electronic-Virginia. It is operated under the direction of the Department of General Services (DGS). Beginning with the August 2003 advertisements, all proposals will contain a provision similar to the following:

Section 102 eVA BUSINESS-TO-GOVERNMENT VENDOR REGISTRATION: The eVA Internet electronic procurement solution, web site portal www.eva.state.va.us, streamlines and automates government purchasing activities in the Commonwealth. The portal is the gateway for vendors to conduct business with state agencies and public bodies. All vendors desiring to provide goods and/or services to the Commonwealth shall participate in the eVA Internet e-procurement solution either through the eVA Basic Vendor Registration Service or eVA Premium Vendor Registration Service. All bidders must register in eVA prior to award of any contracts. ***Failure to register will result in the bid being rejected.***

- a. eVA Basic Vendor Registration Service: \$25 Annual Registration Fee ***plus the appropriate order Transaction Fee specified below.*** eVA Basic Vendor Registration Service includes electronic order receipt, vendor catalog posting, and on-line registration. It also includes an electronic bidding system for use for goods and services (not construction). For construction projects, firms will continue to use the Bid Express Internet bidding system.
- b. eVA Premium Vendor Registration Service: **\$25** Annual Registration Fee plus Transaction Fee ***plus the appropriate order Transaction fee specified below.*** eVA Premium Vendor Registration Service includes all benefits of the eVA Basic Vendor Registration Service plus automatic email or fax notification of solicitations and amendments, and ability to research *eVa* historical procurement data, as they become available.
- c. ***For orders issued prior to July 1, 2006, the Vendor Transaction Fee is 1%, capped at a maximum of \$500 per order.***
- d. ***For orders issued July 1, 2006 and after, the Vendor Transaction Fee is:***
 - i) ***DMBE-certified Woman-Owned Businesses: 1%, capped at \$1,500 per order.***
 - ii) ***DMBE-certified Minority-Owned Businesses: 1%, capped at \$1,500 per order.***
 - iii) ***Other Businesses not specified in (i) or (ii) above: 1% capped at \$1,500 per order.***
 - iv) ***DMBE-certified Small Business: 1%, capped at \$500 per order***

This provision requires firms to register with *eVa* and pay the annual fee. The \$25 basic fee (payable directly to *eVa*), should be all most contractors will need. VDOT will continue to supply all the same services that we have always supplied, including direct mailing of the monthly advertisement schedule. If you are awarded a contract, your firm will be billed a Transaction fee by *eVa* after your first estimate is generated. This fee is charged once for each contract awarded, and is used to defray the cost to operate the *eVa* system.

The *eVa* system is completely separate from all other bidding requirements to participate in VDOT's construction program. All contractors still must be prequalified; and firms must be enrolled in BidX, if they desire to bid electronically.

Note: If your proposal contains the above specification, the contract will be awarded only if you are registered in *eVa* prior to execution of the contract.

I understand the registration process is quickly and easily done on line. I suggest that you register at your earliest convenience to avoid Internet registration traffic.

Don Silies
Contract Engineer

VDOT Work Zone Traffic Control Training Requirements

The FHWA past a final rule on Work Zone Safety and Mobility which now requires work zone safety training in the Code of Federal Regulations. Section 23 CFR 630 Subpart J (d) states “Training – States shall require that personnel involved in the development, design, implementation, operation, inspection, and enforcement of work zone related transportation management and traffic control be trained, appropriate to the job decisions each individual is required to make. States shall require periodic training updates that reflect changing industry practices and State processes and procedures.”

To meet this training requirement, and to enhance safety for workers and motorist, VDOT, through a Work Zone Safety Training Committee (WZSTC), developed training procedures, approved courses and materials, and defined instructor qualifications. The training procedures are available at the following site:

http://www.virginia-dot.org/business/resources/wztc/wztc_training_procedures.pdf

Training requirements are grouped as follows:

- **Basic Work Zone Traffic Control (WZTC)** – One day training course focused on short term maintenance type activities such as daily shoulder or lane closures, flagging operations and spot traffic control.
- **Intermediate WZTC** – Two day training course focused on long term construction type activities where review of and adjustments made to traffic control may be needed due to changing conditions.
- **Advanced WZTC** – Two day training course focused on the design of traffic control plans.

VDOT will not be providing training for the public; however, the required courses will be available through various VDOT approved private entities. Information on course offerings as well as instructor qualifications for teaching the courses is located at the following site:

http://www.virginia-dot.org/business/resources/wztc/wztc_inst_app_form.pdf

Beginning with **July 2009** advertisements contracts will include language requiring compliance with this program. The program requires that at least one person on each project possess the Intermediate WZTC training, and at least one person on each construction/maintenance operation possess the Basic WZTC training. In addition, at least one person on each project design team shall possess the Advanced WZTC training.

Details of the work zone training information and related program documents are available on the VDOT Traffic Engineering Division web page at the following location:

<http://www.virginia-dot.org/business/trafficeng-WZS.asp> For additional information, you may contact the Chairman of the WZSTC, David Rush, at David.Rush@VDOT.Virginia.gov



NOTICE: 'HACKABLE PROGRAMMABLE MESSAGE SIGNS' REPORTS

Dear Customer,

The web-site "i-hacked.com" has posted an article on how to 'hack a programmable message sign' (www.i-hacked.com/content/view/274/48). ADDSCO is aware of one incident where this information has been used to alter a deployed portable changeable message sign. Statements made within this article include information on ADDSCO's default passwords; the article is not, however entirely accurate and **there are several ways to ensure your signs are protected**. Please use this as a reminder to review the policies and procedures within your company or agency to ensure that you are taking the necessary steps to secure all of your portable changeable message signs.

To be clear, the software in ADDSCO's signs has **not** been compromised; rather the default password has been publicized. Therefore, to ensure the security of your equipment, ADDSCO recommends the following:

- Physical security is a key element in the protection of portable changeable message signs, always lock the cabinets.
- As with any password-protected device, change the default password. As a reminder, instructions to change the password are attached.
- To further enhance the security of your equipment, the Hand-Held Terminal may be removed from the cabinet.

To clarify the contents of the internet article, "DOTS" **is** the default password for many ADDSCO signs, and this password should be changed. However, there are no consistent "back-door passwords" in our controllers as the article suggests. The password "DIPY" is **not** a valid password; and SHIFT/CNTRL will **not** unlock the sign without a corresponding valid password.

Our controllers employ a sophisticated algorithm to provide a method to unlock the sign in case that a password is forgotten. Should you forget your password, the controller will provide you with a key (a unique combination of letters and numbers) and ask you to call our Customer Service Group with this information. The controller changes its key regularly to ensure that the system remains secure. With this key, ADDSCO can provide you with a second, matching key that will allow you to unlock the sign. Both keys automatically expire ensuring that the same keys cannot be used repeatedly.

It is ADDCO's policy that if we receive a call from a person who claims they are with a known customers' company, we will assist them in resetting the password. In most cases, this ensures that service is restored quickly and correctly. However, this does create a possibility for problems if an unauthorized person misrepresents his identity. Therefore, in light of the publicity this notice has received, ADDCO will create and maintain a secure access program, in which you can enroll free of charge. If you do not elect to participate in this process, you may leave your signs exposed to potential security threats if signs are left unlocked or cut open. To enroll in the program, please contact ADDCO support with the serial numbers of the equipment you would like added to the program.

As always, should you have any additional questions or concerns, do not hesitate to contact your Regional Manager or our Customer Service Group.

Sincerely,

Jessica Means
Customer Service Manager
651.558.3514
jmeans@addco.com

EROSION AND SEDIMENT CONTROL CONTRACTOR CERTIFICATION PROGRAM (VDOT ESCCC)

Abingdon
Southwest Virginia Higher
Education Center
May 15, 2009

The Virginia Transportation Construction Alliance, in conjunction with the Virginia Department of Transportation, is offering the Erosion and Sediment Control Contractor Certification Program. This course is intended to train individuals involved in implementing Erosion and Sediment Control Plans on VDOT projects and rights-of-way. Participants who complete the course and pass the examination at the end of training will receive a certificate of completion. This certificate meets VDOT's E&S certification requirements. There are no prerequisites for this course.

A series of classes will be held throughout the state in the coming months. Below is a list of the scheduled classes we are currently offering:

Scheduled Classes

- * Fairfax, February 20, 2009
- * Roanoke, March 20, 2009
- * Richmond, April 17, 2009
- * Abingdon, May 15, 2009
- * Fredericksburg, June 26, 2009



ENROLLMENT

Please use this form to apply for enrollment. All course materials, breaks and lunch will be provided; lodging is the responsibility of the participant. The course will be offered at the Southwest Virginia Higher Education Center, One Partnership Circle, Abingdon, VA 24212. Directions to the training facility are available by contacting the number below. Registration begins at 7:30 a.m. with the course beginning at 8:00 a.m. and ending at 5:00 p.m.

- * Space is limited. Because of the large volume of recertifications, we are limiting participation to twenty employees per company per class. Additional participants will be handled on a space available basis. Enrollment forms will be accepted on a first-come, first-served basis.
- * Only pre-enrolled applicants will be admitted to the course; **WALK-INS WILL NOT BE PERMITTED.**
- * The form must be completed in its entirety for the applicant to be successfully enrolled. Your enrollment will only be complete upon receiving a confirmation notice from VTCA.
- * The enrollment fee must be paid for the applicant to be enrolled. Fax forms will only be accepted with credit card payments.
- * An examination will be conducted at the end of the course and the results will be mailed to the participant at the company address specified on the enrollment form.

VTCA reserves the right to cancel this course due to low attendance.

Please contact VTCA's Stephanie Rusnak at (804) 330-3312 or stephanie@vtca.org with questions.

- * **Your DMV Issued Identification must be presented during registration on the day of the class.**

**EROSION AND SEDIMENT CONTROL CONTRACTOR
CERTIFICATION PROGRAM**
Southwest Virginia Higher Education Center
May 15, 2009

Please enroll the following member of our organization for the Erosion and Sediment Control Contractor Certification Program to be held on May 15, 2009:

PLEASE USE ONE FORM PER PARTICIPANT (COPY IF NEEDED)

Participant Information

First Name: _____ **MI:** _____ **Last Name:** _____
DMV Issued Identification #: _____
Home Address: _____
City, State, Zip: _____
Home Telephone: _____
E-mail: _____ **I do not have e-mail**

Is this a recertification? YES (Cert. # _____) or NO _____

Employer: _____
Address: _____
City, State, Zip: _____
Telephone: _____ **Fax:** _____
Contact: _____
E-mail: _____

The enrollment fee includes course materials, lunch and breaks. Lodging is the responsibility of each participant. The enrollment fee is \$170 per person. **(VTCA members qualify for a discounted price of \$145 per person).**

Space is limited. Twenty employees per company per class will be allowed; applications accepted on a first-come, first-served basis.

The form must be completed in its entirety and the enrollment fee must be paid for the applicant to be successfully enrolled. Your enrollment will only be complete upon receiving a confirmation letter from VTCA.

Enrollment options on reverse.

REGISTRATION DEADLINE: FRIDAY, MAY 1, 2009

**Erosion & Sediment Control Contractor
Certification Program
May 15, 2009
Enrollment Options**

1. BY MAIL - CHECKS OR CREDIT CARDS

Make your check payable to VTCA and mail to Stephanie Rusnak at VTCA, 620 Moorefield Park Drive, Suite 120, Richmond, VA 23236. Indicate ESCCC 5/15/09 on your check.

2. BY FAX - CREDIT CARDS ONLY

Credit Cards - Please fill out the information below to authorize VTCA to charge your credit card and fax it to Stephanie Rusnak at (804) 330-3850. **Please print legibly.**

Circle type of card: American Express Visa MasterCard

Credit Card #: _____

Name on Card: _____

Expiration Date: _____ Amount to be charged: _____

Signature: _____

Telephone: _____

Company Billing Address & Zip Code _____

ENROLLMENT FEES

VTCA Members \$145.00 per person
 Non-Members \$170.00 per person

CANCELLATION POLICY

We will be unable to accommodate refunds for cancellations after May 11, 2009. After that date, only a partial refund will be given.

EROSION AND SEDIMENT CONTROL CONTRACTOR CERTIFICATION PROGRAM (VDOT ESCCC)

Fredericksburg
Fredericksburg Hospitality House
& Conference Center
June 26, 2009

The Virginia Transportation Construction Alliance, in conjunction with the Virginia Department of Transportation, is offering the Erosion and Sediment Control Contractor Certification Program. This course is intended to train individuals involved in implementing Erosion and Sediment Control Plans on VDOT projects and rights-of-way. Participants who complete the course and pass the examination at the end of training will receive a certificate of completion. This certificate meets VDOT's E&S certification requirements. There are no prerequisites for this course.

A series of classes will be held throughout the state in the coming months. Below is a list of the scheduled classes we are currently offering:

Scheduled Classes

- * Fairfax, February 20, 2009
- * Roanoke, March 20, 2009
- * Richmond, April 17, 2009
- * Abingdon, May 15, 2009
- * Fredericksburg, June 26, 2009



ENROLLMENT

Please use this form to apply for enrollment. All course materials, breaks and lunch will be provided; lodging is the responsibility of the participant. The course will be offered at the Fredericksburg Hospitality House & Conference Center, 2801 Plank Road, Fredericksburg, VA 22401. Directions to the training facility are available by contacting the number below. Registration begins at 7:30 a.m. with the course beginning at 8:00 a.m. and ending at 5:00 p.m.

* Space is limited. Because of the large volume of recertifications, we are limiting participation to twenty employees per company per class. Additional participants will be handled on a space available basis. Enrollment forms will be accepted on a first-come, first-served basis.

* Only pre-enrolled applicants will be admitted to the course; **WALK-INS WILL NOT BE PERMITTED.**

* The form must be completed in its entirety for the applicant to be successfully enrolled. Your enrollment will only be complete upon receiving a confirmation notice from VTCA.

* The enrollment fee must be paid for the applicant to be enrolled. Fax forms will only be accepted with credit card payments.

* An examination will be conducted at the end of the course and the results will be mailed to the participant at the company address specified on the enrollment form.

* Overnight hotel rooms can be made by calling the hotel directly at 800-682-1049. When making reservations use the group code **VTCA** to indicate that you are attending the ESCCC Seminar. All hotel reservations must be made **prior to May 26, 2009.**

VTCA reserves the right to cancel this course due to low attendance.

Please contact VTCA's Stephanie Rusnak at (804) 330-3312 or stephanie@vtca.org with questions.

* **Your DMV Issued Identification must be presented during registration on the day of the class.**

**EROSION AND SEDIMENT CONTROL CONTRACTOR
CERTIFICATION PROGRAM**
Fredericksburg Hospitality House & Conference Center
June 26, 2009

Please enroll the following member of our organization for the Erosion and Sediment Control Contractor Certification Program to be held on **June 26, 2009**:

PLEASE USE ONE FORM PER PARTICIPANT (COPY IF NEEDED)

Participant Information

First Name: _____ **MI:** _____ **Last Name:** _____

DMV Issued Identification #: _____

Home Address: _____

City, State, Zip: _____

Home Telephone: _____

E-mail: _____ **I do not have e-mail**

Is this a recertification? **YES** (Cert. # _____) **or** **NO**

Employer: _____

Address: _____

City, State, Zip: _____

Telephone: _____ **Fax:** _____

Contact: _____

E-mail: _____

The enrollment fee includes course materials, lunch and breaks. Lodging is the responsibility of each participant. The enrollment fee is \$170 per person. **(VTCA members qualify for a discounted price of \$145 per person)**.

Space is limited. Twenty employees per company per class will be allowed; applications accepted on a first-come, first-served basis.

The form must be completed in its entirety and the enrollment fee must be paid for the applicant to be successfully enrolled. Your enrollment will only be complete upon receiving a confirmation letter from VTCA.

Enrollment options on reverse.

REGISTRATION DEADLINE: FRIDAY, JUNE 12, 2009

**Erosion & Sediment Control Contractor
Certification Program
June 26, 2009
Enrollment Options**

1. BY MAIL - CHECKS OR CREDIT CARDS

Make your check payable to VTCA and mail to Stephanie Rusnak at VTCA, 620 Moorefield Park Drive, Suite 120, Richmond, VA 23236. Indicate ESCCC 6/26/09 on your check.

2. BY FAX - CREDIT CARDS ONLY

Credit Cards - Please fill out the information below to authorize VTCA to charge your credit card and fax it to Stephanie Rusnak at (804) 330-3860. **Please print legibly.**

Circle type of card: American Express Visa MasterCard

Credit Card #: _____

Name on Card: _____

Expiration Date: _____ Amount to be charged: _____

Signature: _____

Telephone: _____

Company Billing Address & Zip Code _____

ENROLLMENT FEES

VTCA Members \$145.00 per person
Non-Members \$170.00 per person

CANCELLATION POLICY

We will be unable to accommodate refunds for cancellations after June 22, 2009. After that date, only a partial refund will be given.

ADVERTISEMENT FOR BIDS TO BE RECEIVED ON MAY 27, 2009

MBE POTENTIAL ACHIEVEMENTS

| ORDER NUMBER | MBE MINORITY-OWNED | ACHIEVEMENTS FEMALE-OWNED |
|--------------|-----------------------|------------------------------|
| B50 | 0% | 0% |
| B96 | 0% | 0% |

MBE POTENTIAL ACHIEVEMENTS

FEDERAL-AID PROJECTS DBE REQUIREMENTS

| ORDER NUMBER | DBE PARTICIPATION |
|--------------|-------------------|
| C02 | 6% |
| C05 | 0% |
| C08 | 0% |
| C09 | 0% |
| C10 | 10% |
| C11 | 6% |
| C16 | 5% |
| C25 | 8% |
| C26 | 0% |
| C28 | 0% |
| J69 | 3% |
| | |
| | |
| | |
| | |
| | |

Form C-111 and C-112 can be faxed to 804-225-2447 attention Nicole Gilliam