

INVITATION TO BID

Well Mitigation Project

City of Suffolk, Virginia, shall accept sealed bids until **3:00 p.m. June 19, 2012**, to furnish all labor, materials, and equipment for performing all work for the Well Mitigation Project.

The work includes lowering residential (private) well pumps, replacing residential well pumps, and drilling residential wells throughout the City of Suffolk and Isle of Wight County, Virginia. Most of the work will consist of lowering residential well pumps.

Bids shall be publicly opened and read aloud on the date that the bids are accepted. Public opening shall be at **3:00 p.m. June 19, 2012**, local time in the **Purchasing Conference Room, Room 105, 441 Market Street, Suffolk, VA 23434**.

Bid Documents are open to public inspection at the offices of: Builders and Contractors Exchange, Inc., 1118 Azalea Garden Road, Norfolk, VA 23502; City of Suffolk Department of Public Utilities, 1252 Holland Road, Suffolk, VA 23434; iSqFt, c/o A&E Reprographics, 5020 Ferrell Parkway, Suite 205-185, Virginia Beach, VA 23464; and CH2M HILL, 11818 Rock Landing Drive Suite 200, Newport News, VA 23606. **Bid Documents shall be obtained from CH2M HILL, 11818 Rock Landing Drive Suite 200, Newport News, VA 23606** for a nonrefundable fee of **\$50.00** per set; limit two sets per firm. Firms requesting bidding documents via mail shall be assessed a \$10.00 postage and handling fee per set; overnight delivery service, if requested shall be at the firm's expense. Make check out to "Treasurer, City of Suffolk".

A mandatory Pre-Bid Conference will be held on June 5, at 10:00 a.m. at the City of Suffolk Council Chambers Room, 441 Market Street, Suffolk VA 23434.

Bids must be submitted on the designated form, completed in ink or typed, signed by an authorized representative, delivered in a sealed envelope bearing the bidder's name, address, project name and acceptance date. Revisions, changes or deletions must be initialed by the Bidder. Failure to comply with this instruction may make the Bid subject to rejection as irregular.

Bids shall be submitted to City of Suffolk, Department of Finance, Purchasing Division, Room 105, 441 Market Street, Suffolk, VA 23434. Bids must be received by the Purchasing Division no later than **3:00 p.m.** local time of the specified acceptance date. In the event that City offices are officially closed due to severe weather or other emergency conditions at the time and date specified for acceptance, the acceptance date and time will automatically, without requirement of an Addendum, be extended until the next business day that City offices are officially open.

Timely delivery is the sole responsibility of the bidder. The official time for the bid acceptance deadline shall be as provided via electronic time/date stamp as monitored by Department of Finance, Purchasing Division staff. Bids by telephone, telegraph or facsimile shall not be accepted. The City of Suffolk shall not be responsible for any cost incurred by the bidder in responding to this Invitation to Bid.

In accordance with Title 54.1, Chapter 11, Code of Virginia, as amended bidders are required to show evidence of a Class A Contractor's License with a Waterwell and Pump Classification. All bids must be accompanied by a certified check or Bidder's Bond in the amount of **\$25,000**; and a Performance and Labor and Materials Bonds in the amount of **\$100,000** shall be required from the successful bidder.

In accordance with Section 2.2-4311 of the Code of Virginia, as amended, employment discrimination by the Contractor is prohibited.

No bid may be withdrawn for a period of 60 days after the date of opening of Bids except in accordance with Section 2.2-4330 of the Code of Virginia, method (l).

In evaluating the Bids, the City shall consider the qualifications of the Bidders, whether or not the Bids comply with the prescribed requirements, the performance schedule, and the bid price. If the Contract is to be awarded, it will be awarded to the lowest responsive and responsible bidder as determined by the City.

The City of Suffolk reserves the right to reject any and all bids, to waive any informalities/technicalities in bids received, to negotiate should the lowest responsive and responsible bid exceed budget limitations, and to accept the bid or bids which may best serve the interest of the City.

Linda S. Story, CPPB
Purchasing Agent