

INVITATION TO BID

**THE VILLAGE OF HOLLAND WATER SYSTEM  
IMPROVEMENT PROJECT – PHASE 2**

**IFB # 2012-00115**

City of Suffolk, Virginia, shall accept sealed bids until **June 27, 2012**, to furnish all plant, labor, materials, equipment, supplies, permits and fees for the construction of proposed water system improvements, including but not limited to construction of: approximately 8,700 linear feet of 12-inch diameter water main and appurtenances; approximately 2,700 linear feet of 8-inch diameter water main and appurtenances; approximately 3,900 linear feet of 6-inch diameter water main and appurtenances, 3,000 linear feet of 4-inch diameter water main and appurtenances; all required valves, tees, bends or other fittings; water service installations and reconnections; excavation; backfilling; compacting; testing; disinfection; site restorations; pavement restoration; site cleanup; and all incidental materials and equipment which are required in order to provide complete and in-place installations, in accordance with the Contract Documents for the project entitled:

**The Village of Holland Water System Improvement Project – Phase 2**

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.**, local time in the **Council Chambers, 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; The Builders' Exchange Association of Virginia, 3207 Hermitage Road, Richmond, VA 23227; Department of Public Utilities 1252 Holland Road, Suffolk, VA 23434; and Draper Aden Associates, Inc., 703 Thimble Shoals Boulevard, Suite C-2, Newport News, Virginia 23606.

**Bid Documents shall be obtained from Draper Aden Associates, Inc., 703 Thimble Shoals Boulevard, Suite C-2, Newport News, Virginia 23606** for a nonrefundable fee of \$125.00 per set; limit two sets per firm. Firms requesting bidding documents via mail shall be assessed a \$25.00 postage and handling fee per set; overnight delivery service, if requested shall be at the firm's expense. Make check out to "Draper Aden Associates, Inc.". Checks for shipping and handling shall be made payable to "Draper Aden Associates, Inc."

Individual parts of the project documents will not be sold separately; they may only be purchased as an entire set.

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 office of the Department of Finance 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 date stamp 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 Heavy and Highway Classification. All bids must be accompanied by a certified check or Bidder's Bond in the amount of 5% of the bid price and a Performance and Labor and Materials Bonds in the amount of 100% of the bid award 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 (I)

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

END OF SECTION