



# CITY OF SUFFOLK

## Purchasing Division

P.O. Box 1858, Suffolk, VA 23439-1858; T (757) 514-7520; Fax (757) 514-7524

# INVITATION for BID

## 36-INCH RAW WATER TRANSMISSION MAIN PROJECT

City of Suffolk, Virginia, will accept sealed bids until 3:00 p.m. local time, October 10, 2012 to furnish all plant, labor, materials, equipment, supplies, permits and fees for the installation of a 36-inch raw water transmission main. The project consists of the construction of approximately 3,900 linear feet of open trench installation of 36-inch ductile iron pipe and approximately 2,200 linear feet of 36-inch steel pipe installed via horizontal directional drilling. The project also includes installation of 140 linear feet of 60-inch steel casing pipe via trenchless method, valves, air vents, corrosion control, and site restoration in accordance with the Contract Documents for the project entitled:

### 36-INCH RAW WATER TRANSMISSION MAIN PROJECT – PHASE I

Bids shall be publicly opened and read aloud on the date that the bids are accepted. Public opening shall be at 3:15 p.m. local time, October 10, 2012, in the City of Suffolk 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; iSqFt Project Information, 5020 Ferrell Pkwy., Ste. 205-185, Virginia Beach 23464, c/o A&E Reprographics, 100 Aragona Blvd., Suite 103, Virginia Beach, VA 23462; and Michael Baker Jr., Inc., 272 Bendix Road, Suite 400, Virginia Beach, VA 23452.

**Bid Documents shall be obtained from the office of Michael Baker Jr., Inc., 272 Bendix Road, Suite 400, Virginia Beach, VA 23452, (757) 463-8770, for a nonrefundable fee of \$50.00 per set; limit two sets per firm. Checks for the bid documents shall be made payable to "Treasurer, City of Suffolk". Firms requesting bidding documents via mail shall be assessed a \$15.00 postage and handling fee per set made payable to "Michael Baker Jr., Inc." or by providing a Federal Express Account Number. If requested, overnight delivery service shall be at the firm's expense.**

A non-mandatory Pre-Bid Conference will be held on September 27, 2012, at 2:30 p.m. local time at the City of Suffolk Chambers, 441 Market Street, Suffolk, Virginia.

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, deletions, must be initialed by the Bidder. Failure to comply with this instruction may make the Bid subject to rejection as non-responsive.

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 not later than 3:00:00 p.m., local time, of the specified acceptance date. In the event that City offices in the Suffolk Municipal Center 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 Purchasing Division staff. Bids by telephone, telegraph or electronically 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 total bid; Performance and Labor and Materials Bonds in the amount of 100% of the contract amount shall be required.

In accordance with Section 11-51 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 11-54 of the Code of Virginia.

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 contract shall be let on a Unit Price basis.

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 which may best serve the interest of the City.

Cindy L. Norfleet, CPPB  
Senior Buyer  
Ph: (757)514-7522