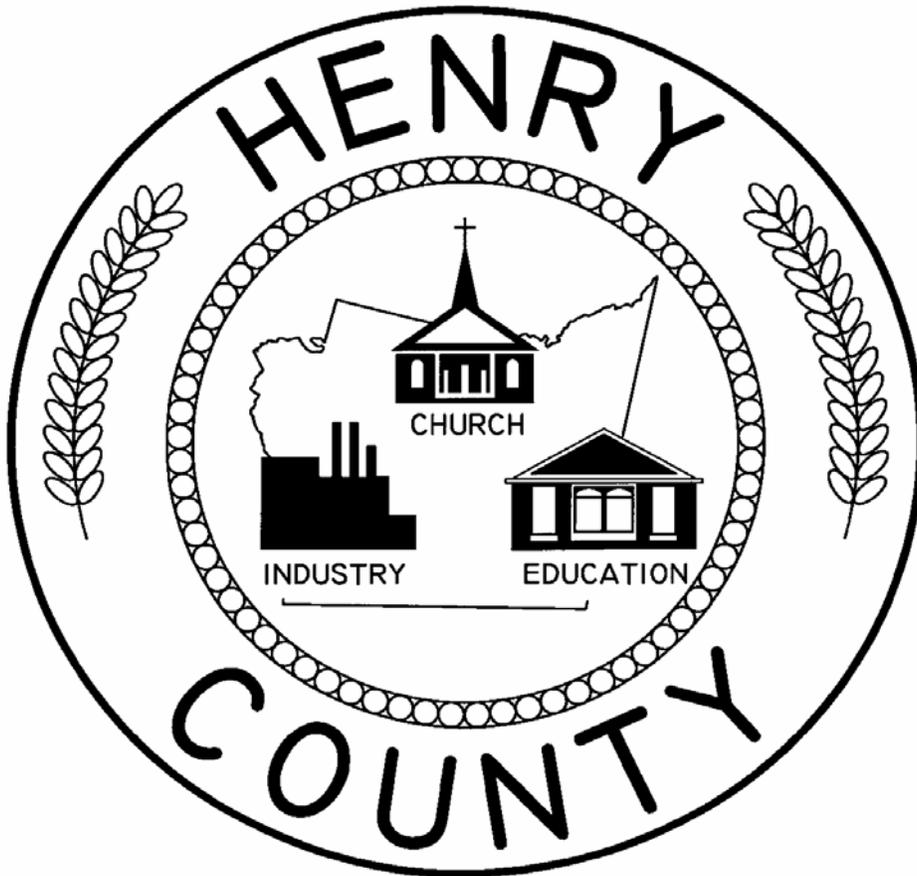


# HENRY COUNTY VIRGINIA



## **SPECIFICATIONS and INVITATION for BIDS**

**BID NUMBER: 08-01243-2603**

**NON-MANDATORY**

**PRE-BID: JANUARY 15, 2008 AT 2:00 PM (LOCAL PREVAILING TIME)**

**OPENING DATE: JANUARY 24, 2008 AT 3:00 PM (LOCAL PREVAILING TIME)**

**COMMODITY: CONSTRUCTION OF THE PUBLIC SAFETY REHAB CENTER**

JANUARY 2, 2008

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**\*\*\*NOTE\*\*\***

**A NON-MANDATORY PRE-BID WILL BE HELD ON TUESDAY JANUARY 15, 2008, AT 2:00PM, LOCAL PREVAILING TIME AT THE HENRY COUNTY PUBLIC SAFETY BUILDING, 1024 DUPONT ROAD, MARTINSVILLE, VA 24112**

SEALED BIDS, SUBJECT TO THE SPECIFICATIONS AND CONDITIONS CONTAINED HEREIN AND ATTACHED HERETO, **WILL BE RECEIVED AT THE ABOVE OFFICE UNTIL, BUT NOT LATER THAN, 3:00 PM, LOCAL PREVAILING TIME, JANUARY 24, 2008, AND THEN PUBLICLY OPENED AND READ IN ROOM 210 (BID ROOM) OF THE SAME OFFICE, FOR CONSTRUCTION OF THE PUBLIC SAFETY REHAB CENTER.**

**IF UNABLE TO BID, PLEASE SIGN AND RETURN THIS FORM, ADVISING REASON FOR NOT SUBMITTING A BID. OTHERWISE, YOUR NAME SHALL BE REMOVED FROM OUR BIDDERS LIST AFTER THREE (3) NON-RESPONSES.**

**BIDDERS SHALL SIGN THIS FORM WITHOUT DETACHING FROM REST OF BID AND RETURN BID IN ITS ENTIRETY. FAILURE TO COMPLY WITH THESE REQUIREMENTS MAY BE CAUSE FOR REJECTION OF BID.**

**ANY BID RECEIVED AFTER THE ANNOUNCED TIME AND DATE OF OPENING, WHETHER BY MAIL OR OTHERWISE, WILL NOT BE CONSIDERED AND WILL BE RETURNED UNOPENED.**

NOTHING HEREIN IS INTENDED TO EXCLUDE ANY RESPONSIBLE FIRM OR IN ANY WAY RESTRAIN OR RESTRICT COMPETITION. ON THE CONTRARY, ALL RESPONSIBLE FIRMS, LOCAL, FAITH-BASED, MINORITY-OWNED AND FEMALE-OWNED ARE ENCOURAGED TO SUBMIT A BID. THE RIGHT IS RESERVED TO REJECT ANY OR ALL PROPOSALS SUBMITTED AND ALSO, TO PLACE THE ORDER WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER WHERE IT APPEARS IT WILL BE TO THE BEST INTEREST OF THE COUNTY.

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ALL QUOTED PRICES SHALL REMAIN FIRM FOR A PERIOD OF SIXTY (60) DAYS FROM DATE OF BID OPENING. **UNIT PRICE SHALL PREVAIL IN CASE OF VENDOR ERROR.**

**IF YOU HAVE ANY QUESTIONS, PLEASE CALL JEFF TURTON AT 276-634-2568.**

**RETURN BIDS TO DAVID W. MOORE, I, DIRECTOR OF PURCHASING, HENRY COUNTY ADMINISTRATION BUILDING; PO BOX 7 (for postal) or 3300 KINGS MOUNTAIN RD (for Ups or FedEx): COLLINSVILLE, VIRGINIA 24078-0007.**

**EACH BIDDER SHALL SUBMIT HIS BID IN A SEALED ENVELOPE AND MARK OUTSIDE OF ENVELOPE WITH SUBJECT AND BID #08-01243-2603 AND CLOSING DATE OF BID.**

**WITHDRAWAL OF BID DUE TO ERROR.**

**A. A BIDDER FOR A PUBLIC CONSTRUCTION CONTRACT, OTHER THAN A CONTRACT FOR CONSTRUCTION OR MAINTENANCE OF PUBLIC HIGHWAYS, MAY WITHDRAW HIS BID FROM CONSIDERATION IF THE BID PRICE WAS SUBSTANTIALLY LOWER THAN THE OTHER BIDS DUE SOLELY TO A MISTAKE THEREIN, PROVIDED THE BID WAS SUBMITTED IN GOOD FAITH, AND THE MISTAKE WAS A CLERICAL MISTAKE AS OPPOSED TO A JUDGMENT MISTAKE, AND WAS ACTUALLY DUE TO AN UNINTENTIONAL ARITHMETIC ERROR OR UNINTENTIONAL OMISSION OF A QUANTITY OF WORK, LABOR OR MATERIAL MADE DIRECTLY IN THE COMPILATION OF A BID, WHICH UNINTENTIONAL ARITHMETIC ERROR OR UNINTENTIONAL OMISSION CAN BE CLEARLY SHOWN BY OBJECTIVE EVIDENCE DRAWN FROM INSPECTION OF ORIGINAL WORK PAPERS, DOCUMENTS AND MATERIALS USED IN THE PREPARATION OF THE BID SOUGHT TO BE WITHDRAWN. THE BIDDER SHALL GIVE NOTICE IN WRITING OF HIS CLAIM OF RIGHT TO WITHDRAW HIS BID WITHIN TWO (2) BUSINESS DAYS AFTER THE CONCLUSION OF THE BID OPENING**

**PROCEDURE, AND SHALL SUBMIT ORIGINAL WORK PAPERS WITH SUCH NOTICE.**

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IN COMPLIANCE WITH INVITATION FOR **BIDS #08-01243-2603**, AND SUBJECT TO ALL CONDITIONS THEREOF, THE UNDERSIGNED OFFERS AND AGREES TO FURNISH ANY OR ALL OF THE ITEMS UPON WHICH PRICES ARE QUOTED, AT THE PRICE QUOTED FOR EACH ITEM AND DELIVERED AS SPECIFIED.

MY SIGNATURE CERTIFIES THAT THE ACCOMPANYING BID IS NOT THE RESULT OF OR AFFECTED BY, ANY ACT OF COLLUSION WITH ANOTHER PERSON OR COMPANY ENGAGED IN THE SAME LINE OF BUSINESS OR COMMERCE, OR ANY ACT OF FRAUD PUNISHABLE UNDER TITLE 18.2, CHAPTER 12, ARTICLE 1.1 of THE CODE OF VIRGINIA, 1950, AS AMENDED. FURTHERMORE, I UNDERSTAND THAT FRAUDULENT AND COLLUSIVE BIDDING IS A CRIME UNDER THE VIRGINIA GOVERNMENTAL FRAUDS ACT, THE VIRGINIA GOVERNMENT BID RIGGING ACT, THE VIRGINIA ANTITRUST ACT AND FEDERAL LAW AND CAN RESULT IN FINES, PRISON SENTENCES AND CIVIL DAMAGE AWARDS.

I AGREE TO ABIDE BY ALL CONDITIONS OF THIS BID AND CERTIFY THAT I AM AUTHORIZED TO SIGN THIS BID FOR THE BIDDER.

NAME OF BIDDER\_\_\_\_\_

ADDRESS\_\_\_\_\_

SIGNATURE\_\_\_\_\_

NAME (TYPE OR PRINT)\_\_\_\_\_

OFFICIAL TITLE\_\_\_\_\_

DATE\_\_\_\_\_

TELEPHONE NUMBER\_\_\_\_\_

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**IMPORTANT - READ CAREFULLY BEFORE SUBMITTING BID**

**COUNTY OF HENRY, VIRGINIA PURCHASING DEPARTMENT**

**GENERAL TERMS, CONDITIONS, AND INSTRUCTIONS**

1. **SUBMISSION AND RECEIPT OF BIDS:**

- (a) BIDS, TO RECEIVE CONSIDERATION, MUST BE RECEIVED PRIOR TO THE SPECIFIED TIME AND DATE OF OPENING AS DESIGNATED IN THE INVITATION.
- (b) UNLESS OTHERWISE SPECIFIED, BIDDERS MUST USE THE BID FORM FURNISHED BY THE COUNTY. FAILURE TO DO SO MAY CAUSE BID TO BE REJECTED. REMOVAL OF ANY PART OF THE BID FORM MAY INVALIDATE THE BID.
- (c) ALL BIDS SHALL BE EITHER TYPEWRITEN OR FILLED IN WITH INK IN ORDER TO BE CONSIDERED. ALSO, ALL BIDS MUST BE SIGNED IN INK IN ORDER TO BE CONSIDERED. BIDS FILLED IN WITH PENCIL WILL BE REJECTED.
- (d) BIDS CONCERNING SEPARATE BID INVITATIONS, MUST NOT BE COMBINED ON THE SAME FORM OR PLACED IN THE SAME ENVELOPE. BIDS SUBMITTED IN VIOLATION OF THIS PROVISION MAY NOT BE CONSIDERED.

2. **DELIVERY POINT:**

ALL ITEMS SHALL BE DELIVERED F.O.B. DESTINATION, AND DELIVERY COSTS AND CHARGES INCLUDED IN THE BID PRICE.

3. **BRAND NAMES:**

IF AND WHEREVER IN THE SPECIFICATIONS A BRAND NAME, MAKE, NAME OF ANY MANUFACTURER, TRADE NAME, OR VENDOR CATALOG NUMBER IS MENTIONED, IT IS FOR THE SOLE PURPOSE OF ESTABLISHING A GRADE OR QUALITY AND CHARACTERISTICS OF GOODS THAT WILL BE ACCEPTED. SINCE THE COUNTY DOES NOT WISH TO RULE OUT OTHER COMPETITION AND EQUAL BRANDS OR MAKES, THE PHRASE OR APPROVED EQUAL IS ADDED.

4. **QUALITY:**

ALL MATERIALS USED FOR THE MANUFACTURE OR CONSTRUCTION

OF ANY SUPPLIES, MATERIALS, OR EQUIPMENT COVERED BY THIS BID SHALL BE NEW. THE ITEMS BID MUST BE NEW, THE LATEST MODEL, THE BEST QUALITY, AND THE HIGHEST GRADE WORKMANSHIP.

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**GENERAL TERMS, CONDITIONS, AND INSTRUCTIONS**

5. **BASIS FOR REJECTIONS AND AWARD:**

THE COUNTY OF HENRY RESERVES THE RIGHT TO ACCEPT OR ALL BIDS OR PARTS OF BIDS, TO WAIVE IRREGULARITIES AND TECHNICALITIES, AND TO REQUEST REBIDS. THE COUNTY ALSO RESERVES THE RIGHT TO AWARD THE CONTRACT ON SUCH MATERIAL THE COUNTY DEEMS WILL BEST SERVE ITS INTEREST. THE AWARD WILL BE MADE AND POSTED BY THE COUNTY TO THE LOWEST RESPONSIBLE BIDDER WITH THE LOWEST RESPONSIVE BID WHICH IS IN ACCORDANCE WITH THE TERMS, CONDITIONS, AND SPECIFICATIONS OF THE BID AND IS IN CONFORMANCE WITH THE CODE OF THE COUNTY OF HENRY AND THE CODE OF VIRGINIA.

6. **INTERPRETATION OF BID:**

IF ANY PARTY CONTEMPLATING THE SUBMISSION OF A BID ON THIS INVITATION IS IN DOUBT AS THE TRUE MEANING OF ANY PART OF THE BID, THEY SHOULD **JEFF TURTON AT 276-634-2568**. ANY RESULTING CHANGE TO THE BID INVITATION DOCUMENT WILL BE MADE ONLY BY WRITTEN ADDENDUM DULY ISSUED TO EACH PARTY RECEIVING A BID INVITATION. THE COUNTY WILL NOT BE RESPONSIBLE FOR ANY CHANGES EXCEPT AS NOTED THROUGH A WRITTEN ADDENDUM OR SO STATED BY DIRECTOR OF PURCHASING FOR HENRY COUNTY.

7. **RIGHT TO NEGOTIATION:**

IF A BID FROM THE LOWEST RESPONSIBLE BIDDER EXCEEDS THE FUNDS AVAILABLE FOR SERVICES AND/OR MATERIALS REQUESTED, THE COUNTY OF HENRY RESERVES THE RIGHT TO NEGOTIATE. SUCH NEGOTIATIONS WITH THE LOWEST RESPONSIBLE BIDDER MAY INVOLVE DISCUSSION OF REDUCTION OF QUALITY, QUANTITY OR OTHER COST SAVING MECHANISMS.

8. THE CONTRACTOR SHALL NOT SEND ANY EMPLOYEE OR AGENT WHO IS A REGISTERED SEX OFFENDER TO ANY SCHOOL BUILDING OR SCHOOL PROPERTY. QUARTERLY, THE CONTRACTOR SHALL CHECK THE REGISTRY TO DETERMINE IF THE EMPLOYEE IS REGISTERED.

9. § 2.2-4311. EMPLOYMENT DISCRIMINATION BY CONTRACTOR PROHIBITED; REQUIRED CONTRACT PROVISIONS. SEE VA CODE FOR DETAIL INFORMATION.

10. PIGGY BACK CLAUSE. ACCORDING TO THE STATE OF VA PROCUREMENT CODE ANY OTHER AGENCY WITHIN THE STATE OF VA MAY USE THIS BID AS A BASIS FOR PROCURING SUCH ITEMS.

11. THE COUNTY/PSA RESERVES THE RIGHT TO BUY/HIRE FOR

ADDITIONAL PRODUCTS/SERVICES OF SIMILARITY FROM AWARDED VENDOR OF THIS CONTRACT WITHOUT GOING THROUGH THE BIDDING PROCESS FOR ONE (1) CALENDAR YEAR FROM THE DATE OF THE NOTICE OF AWARD FROM THIS CONTRACT.

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THE 2007 SESSION OF THE VIRGINIA GENERAL ASSEMBLY, PASSED THE HB 1707/SB 1346 BILL, EFFECTIVE ON JULY 1, 2007. HENRY COUNTY IS REQUIRING ALL VENDORS TO ABIDE BY THE FOLLOWING NEW LEGISLATION.

HB 1707/SB 1346

PROVIDES THAT AS A CONDITION OF AWARDING A CONTRACT FOR THE PROVISION OF SERVICES THAT REQUIRE THE CONTRACTOR OR HIS EMPLOYEES TO HAVE DIRECT CONTACT WITH STUDENTS ON SCHOOL PROPERTY DURING REGULAR SCHOOL HOURS, THE SCHOOL BOARD MUST REQUIRE THE CONTRACTOR TO PROVIDE CERTIFICATION THAT ALL EMPLOYEES WHO WILL HAVE DIRECT CONTACT WITH STUDENTS HAVE NOT BEEN CONVICTED OF A FELONY OR ANY OFFENSE INVOLVING THE SEXUAL MOLESTATION OR PHYSICAL OR SEXUAL ABUSE OR RAPE OF A CHILD. THE BILL ALSO PROVIDES THAT THE REQUIREMENT BE WAIVED IN EMERGENCY SITUATIONS WHEN IT IS REASONABLY ANTICIPATED THAT THE CONTRACTOR OR HIS EMPLOYEES WILL HAVE NO DIRECT CONTACT WITH STUDENTS.

PLEASE INDICATE APPROPRIATE BOX BELOW.

\_\_\_\_\_ I AGREE TO ABIDE BY THIS LEGISLATION HB 1707/SB 1346.

\_\_\_\_\_ THIS LEGISLATION DOES NOT APPLY TO THIS SOLICITATION.

THE AWARDED VENDOR MAY BE REQUIRED TO PROVIDE ADDITIONAL PAPERWORK BUT ONLY A SIGNATURE IS NECESSARY AT THIS TIME.

\_\_\_\_\_  
AUTHORIZED VENDOR SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
PRINTED NAME AND TITLE

**Bid # 08-01243-2603**

**HENRY COUNTY DEPARTMENT OF PUBLIC SAFETY  
REHAB CENTER**

The undersigned hereby proposes and agrees to furnish all necessary labor, materials, equipment, tools, and services for construction of this project in accordance with the plans, specifications, and other contract documents prepared by the County of Henry and at the prices stated herein. The indicated prices shall cover all expenses, including sales taxes or fees which are applicable to construction of the project. Total contract amounts shall be stated in both words and figures. In the event that there is a discrepancy between the numeric and word values, words shall govern. Bids may be evaluated on either the base bid or the combination of the base bid and alternative. Henry County reserves the right to negotiate with the lowest responsive bidder.

**Base Bid**

1. Mobilization: Mobilization includes the out-of-pocket expenses necessary to begin construction. This item shall include, but not be limited to, the cost for bonds, permits, transport of equipment and supplies to the project site. This item shall not exceed 5% of the total base bid. Quantities indicated for individual bid items are subject to change without additional compensation under this item.

**LUMP SUM PART 1** \_\_\_\_\_

\_\_\_\_\_ AND \_\_\_\_/100 DOLLARS (\$\_\_\_\_\_).

2. Base Bid: Design and construct a 40' X 50' unloading and training Rehab Center. With 16' X 50' unfinished enclosed area and 3 doors as indicated on plans with interior underground plumbing and energized electrical distribution panel.

**LUMP SUM PART 2** \_\_\_\_\_

\_\_\_\_\_ AND \_\_\_\_/100 DOLLARS (\$\_\_\_\_\_).

3. Total Base Bid: Sum of Part 1 and Part 2

**TOTAL BASE BID** \_\_\_\_\_

\_\_\_\_\_ AND \_\_\_\_/100 DOLLARS (\$\_\_\_\_\_).

**Additive Alternative**

4. Alternative: All additional work above the base bid to construct all facilities as per contract documents

**LUMP SUM PART 4** \_\_\_\_\_

\_\_\_\_\_ AND \_\_\_\_/100 DOLLARS (\$\_\_\_\_\_).

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TOTAL BID (Sum Parts 3 and 4) \_\_\_\_\_

\_\_\_\_\_ AND \_\_\_\_\_/100 DOLLARS (\$\_\_\_\_\_).

SUBMITTED BY:

\_\_\_\_\_  
CONTRACTOR VA. REGISTRATION NUMBER

\_\_\_\_\_  
BY TITLE

\_\_\_\_\_  
BUSINESS ADDRESS

\_\_\_\_\_  
CITY STATE ZIP CODE

\_\_\_\_\_  
DATE

SEAL – If BID is by a Corporation