

**SECTION 00 11 00  
INVITATION TO BID  
JOHN WAYLAND ELEMENTARY SCHOOL**

Sealed bids for the construction of Renovations and Additions to John Wayland Elementary School in Rockingham County, Virginia (Rockingham County Bid No. IFB 082-97-00-101) will be received at the Rockingham County Public Schools Support Services Complex (Maintenance Center Bus Garage), 1210 North Liberty Street, Harrisonburg, Virginia 22802, in the Conference Room on **February 24, 2017** until 2:00 p.m., local prevailing time. Bids will be publicly opened and read aloud immediately following receipt of bids.

The Work consists of the construction of Renovations and Additions to an Elementary School, including all site and site utility work.

A pre-bid conference will be held at 9:00 a.m. on **February 8, 2017** at the Rockingham County Public Schools Support Services Complex (Maintenance Center Bus Garage), 1210 North Liberty Street, Harrisonburg, Virginia 22802 in the Conference Room. Attendance by general contractors is strongly recommended (not mandatory). Submit questions in writing at this time. Responses will be in the form of addenda if required.

Bids must be submitted on the designated Bid form, completed in ink or typed, signed by an authorized representative, delivered in a sealed envelope bearing the bidder's name, address, registration number, project name and acceptance date. Bids must be received by the Owner prior to 2:00 p.m. on the specified acceptance date. Bids by telephone, telegraph or facsimile shall not be accepted.

The Owner intends to enter into a single stipulated sum contract, for the project. Bid Security in the form of an approved Bid Bond or a certified check for Five Percent (5%) of the Total Bid Amount payable to Rockingham County School Board will be required. If a contract is let, a Performance Bond and a Payment Bond each in the amount of One Hundred Percent (100%) of the contract amount shall be required of the successful Contractor. As soon as bid prices have been compared, the Owner will return bonds of all except the three lowest responsible bidders. When the agreement is executed, the bonds of the two remaining bidders will be returned. The Bid Bond of the successful bidder will be retained until the Performance and Payment Bonds have been executed and approved, after which it will be returned.

No bids may be withdrawn after the scheduled closing time for receipt of bids for 60 calendar days, except as provided in Code of Virginia, Virginia Public Procurement Act, Section 2.2-4330. The bidder shall give notice in writing of his claim of right to withdraw his bid within two business days after the conclusion of the bid opening procedure and shall submit original work papers with such notice.

The notice to proceed can be issued anytime within the 60-day bid hold period without cause for delay.

Bidders are required to comply with the provisions of the Code of Virginia, Sections 2.2-4311 and 2.2-4312 in regard to non-discrimination in employment and a drug free work place and Chapter 11, Title 54.1 to show evidence of Certificate of Registration before bid may be received and considered. Each bidder shall place on the outside of the envelope containing his bid and in his bid over his signature the following notation: "Registered Virginia Contractor No. \_\_\_\_\_, Class \_\_\_\_\_".

Contract Documents (Drawings and Project Manuals) may be examined at the following locations:

DTS Reprographics 4803 South Valley Pike Harrisonburg, VA, 22801	McGraw Hill Construction/Bizport 9 North Third Street Richmond, Virginia 23219
Reed Construction Data 30 Technology Parkway South, Suite 500 Norcross, Georgia 30092	Builders Exchange of Richmond 3207 Hermitage Road Richmond, Virginia 23227
Valley Construction News 904-C South High Street Harrisonburg, Virginia 22801	Valley Construction News (Main Office) 426 West Campbell Ave. Roanoke, Virginia 24016

iSQFT 6920 Plainfield Rd. Cincinnati, OH 45236	
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Bidders may inspect the site during normal business hours. Please contact the Owner at (540) 434-4434.

Obtain Drawings and Project Manuals for the project by the following methods:

- Obtain printed copies of the Drawings and Project Manuals by contacting DTS Reprographics at (540) 433-8373; at 4803 South Valley Pike, Harrisonburg, VA, 22801; e-mail: [harrisonburg@dts-repro.com](mailto:harrisonburg@dts-repro.com). Bidders are to coordinate shipping and delivery of printed documents with the Print House. Bidders are responsible for all costs associated with printing and delivery of the documents.
- Obtain electronic (PDF files) of the Drawings and Project Manuals by contacting Architecture, Inc., (703) 476-3900, Ms. Kimberly Belfour ([Kimberlyb@archinc.com](mailto:Kimberlyb@archinc.com)). Architecture, Inc. will respond to requests with an e-mail containing a website link with zip files of the PDF documents. Contractors are to send a confirmation e-mail that files were successfully downloaded in their entirety.
- General Contractors are to please provide the following information via e-mail to Architecture, Inc. (Kimberly Belfour – [Kimberlyb@archinc.com](mailto:Kimberlyb@archinc.com)) to confirm intent to bid. Please note this is applicable to general contractors obtaining documents via either of the above noted methods.
  - Company Name:
  - Company Mailing Address:
  - Contact Name:
  - Contact Phone Number:
  - Contact E-mail Address:

Request for documents must be received at least 4 days prior to receiving bids. Documents will not be distributed until the above noted general contractor information is received. Addenda, or notification of electronic posting of addenda with instructions for accessing them via the Internet, will be transmitted to all who are known by the Architect’s office to have received a complete set of Bidding Documents. Furnish an e-mail address authorized to receive notifications from the Architect. The “Instructions to Bidders” shall be considered a part of the Invitation to Bid as if included herein.

Where specification sections reference one product and manufacturer, with no substitutions allowed; the Bidder shall provide the listed product and manufacturer.

Procedures for submitting bids, claiming an error, withdrawal of bids, and other pertinent information are contained in the “Instructions to Bidders”. Owner reserves the right to reject any or all bids and to waive informalities in the bidding.

Negotiation with Lowest Bidder: If award of a contract to the lowest responsive and responsible bidder is precluded because of limitations on available funds, under the provisions of §2.2-4318 of the Code of Virginia (the Public Procurement Act), the Owner reserves the right to negotiate with such bidder to obtain a contract price within the available funds. Bidder acknowledges that the owner has no duty to disclose the amount of available funds. This may involve changes in either the features or the scope of the work. Such negotiations may include reducing the quantity, quality, or other cost saving mechanisms involving items in the Bid amount, including allowances (if any) that affect the Bid amount, and/or Alternates (if any). The Owner shall notify the bidder that such a situation exists and the Owner and bidder shall then conduct their negotiations in person, by mail, by telephone or by any means they find convenient. If an acceptable contract can be negotiated, the changes to the Invitation To Bid Documents agreed upon in the negotiations shall be summarized in a "Post Bid Modification" and included in the contract. If an acceptable contract cannot be negotiated, the Owner shall terminate negotiations and reject all bids.

Refer to the “Instructions to Bidders” for determination of low bid(s) and Contract award for the project.

The Bidder will be required to comply with non-discrimination regulations and to require suppliers and subcontractors to comply with such regulations also.

Pursuant to § 2.2-4311.1 of the Code of Virginia, the contractor does not and shall not during the performance of the contract knowingly employ an unauthorized alien defined in the Federal Immigration and Control Act of 1986.

Any questions relating to this Invitation to Bid should be directed to Architecture, Inc. at 703-476-3900.

**END OF SECTION 00 11 00**