NOTICE OF INVITATION FOR BIDS (IFB)

COMMONWEALTH OF VIRGINIA  
VIRGINIA COMMUNITY COLLEGE SYSTEM  
ROOF REPLACEMENT PROJECT  
SOUTHWEST VIRGINIA  
HIGHER EDUCATION CENTER  
ABINGDON, VIRGINIA

BCOM #: 948-A5948-001

Sealed bids are invited for this Roof Replacement Project for Southwest Virginia Higher Education Center located in Abingdon, Virginia. The project is generally described as demo 54,000 SF of existing ballasted EPDM roof system to the existing metal deck including all associated flashings (not to be re-used). The new roof system is a 20-yr warranted 60-mil reinforced EPDM system using tapered and flat 25-lb density ISO insulation with ½-inch, 100-lb density ISO cover board. The insulation to be attached using low-rise adhesive.

Sealed bids will be received at Office of William D. Carmack, CFO, Southwest Virginia Higher Education Center, One Partnership Circle, PO Box 1987 Abingdon, Virginia 24212. The deadline for submitting bids is 2:00 PM. sharp, as determined by the Bid Officer, on March 30, 2016. The bids will be opened publicly and read aloud beginning at 2:00 PM., on March 31, 2016 in Room 220.

Commonwealth of Virginia Standard Bid Bond Form (CO-10.2) is required. A Bid Bond and Contract Security will be required of all bidders regardless of amount.

eVA Vendor Registration: The bidder or offeror shall be a registered in eVA. See the attached eVA Vendor Registration Requirements.

Procedures for submitting a bid, claiming an error, withdrawing of bids and other pertinent information are contained in the Instructions to Bidders, which is part of the Invitation for Bids. Withdrawal due to error in bid shall be permitted in accord with Section 9 of the Instructions to Bidders and §2.2-4330, Code of Virginia. The Owner reserves the right to reject any and all bids.

A Pre-Bid Conference will be held at the Southwest Virginia Higher Education Center, Room 220 at 10:30 AM, local prevailing time, on March 23, 2016. Attendance shall be optional for those submitting a bid.

The contract shall be awarded on a lump sum basis as follows: The Total Base Bid Amount including any properly submitted and received bid modifications, and additive bids as the Owner in its discretion decides to award in the manner set forth in Paragraph 12 of the Instruction to Bidders. Notice of Award’ or ‘Notice of Intent to Award’ will be posted on eVA, Virginia Department of General Services’ central electronic procurement website, at https://eva.virginia.gov.

Contractor registration is required in accordance with Section 54.1-1103 of the Code of Virginia. See the Invitation for Bids for additional qualification requirements.

Under Executive Order 20, July 22, 2014, Cabinet Secretaries and all executive branch agencies are directed to continue and advance the following on a race and gender neutral basis: Exceed a target goal of 42% of discretionary spending with small businesses certified by DSBSD.
The Invitation for Bids for the above project, including the drawings and specifications, containing the information necessary for bidding, may be obtained from the Architect/Engineer’s office of HDH Associates, P.C., 400 West Main, P.O. Box 6158, Christiansburg, Virginia, 24068, Telephone 540-381-7999, Fax 540-381-7990. The Architect/Engineer’s office is the only point where contract information will be disseminated.

There is a ($20.00) charge (non-refundable) for each removable electronic media (CD) set of bid documents. A ($75.00) (non-refundable) charge for each paper set of the bid document. Please make check payable to HDH Associates, P.C.

Request for Bid Documents must be accompanied by a written statement showing the name, mailing address and telephone/fax number of the firm or individual requesting the documents.

Drawings and Specifications for the above project will be available for review at the following locations:

1. Dodge Plan Room, Richmond, Virginia
2. Valley Construction, Roanoke, Virginia
3. Builders Exchange, Richmond, Virginia
4. HDH Associates, P.C., Christiansburg, Virginia
5. Southwest Virginia Higher Education Center, Abingdon, Virginia

Owner: The Commonwealth of Virginia.

END OF NOTICE OF INVITATION FOR BIDS
Vendor eVA Registration Requirements

**eVA Vendor Registration:** The eVA Internet electronic procurement solution (http://eVA.virginia.gov) streamlines and automates government purchasing activities for the Commonwealth. The eVA portal is the gateway for vendors to conduct business with state agencies and public bodies. All vendors desiring to provide construction and/or professional services to the Commonwealth shall participate in the eVA electronic procurement solution. All bidders or offerors must register in eVA; failure to register will result in their bid/proposal being rejected. There are no fees to register, however, transaction fees apply as follows:

The Vendor Transaction Fee shall be:

(i) DSBSB-certified Small Businesses: 1%, capped at $500 per order.
(ii) Businesses that are not DSBSB-certified Small Businesses: 1%, capped at $1,500 per order.

**eVA Contracts and Orders:** The solicitation/contract will result in (__________) purchase order(s) with the eVA transaction fee specified below assessed for each order.

The Vendor Transaction Fee shall be:

(i) DSBSB-certified Small Businesses: 1%, capped at $500 per order.
(ii) Businesses that are not DSBSB-certified Small Businesses: 1%, capped at $1,500 per order.

The eVA transaction fee will be assessed approximately 30 days after each purchase order is issued. Any adjustments (increases/decreases) will be handled through eVA change orders.

The eVA transaction fees listed above are per the eVA Fee Schedule, revised 7/1/2014. Please refer to the eVA website for subsequent fee revisions.

DSBSB is the Virginia Department of Small Business and Supplier Diversity, a new department which went into effect 1/1/2014. The operations of the former Department of Minority Business Enterprise (DMBE) are currently being transitioned into DSBSB. Until such time as the transition is complete, consider “DSBSB-certified” and “DMBE-certified” to be equivalent terms.