



## **INVITATION FOR BID #2020-01**

The County of Sussex, VA is hereby soliciting written **sealed bids** from manufacturers, dealers and/or installers of manufactured, mobile or modular buildings suitable for use as permanent single-family housing. The goals of the IFB is to acquire (1) new manufactured, mobile or modular home. The funds used to purchase this home comes from a Community Development Block Grant (WAVERLY URGENT NEEDS PROJECT) as administrated by the Virginia Department of Housing and Community Development (VDHCD). Bid packets may be picked up at the Sussex County Housing Office located at 233L South County Drive between 8:00 am – 5:00 pm or by calling 804-834-1305, ext.28. Bids may also be obtained from the County's website [sussexcountyva.gov](http://sussexcountyva.gov). A pre-bid meeting will be held on **10:00 A.M.** on **January 22, 2020**. Questions about the bid package should be directed to Dennis LeBlanc of American Home Specialist at 804-247-4754 or [dlup2code@aol.com](mailto:dlup2code@aol.com).

The County of Sussex, VA will be accepting written sealed bids for this project **2:00 P.M.** on **Friday, January 31, 2020**.



**INVITATION FOR BIDS  
IFB #2020-01**

**PURCHASE AND INSTALLATION OF  
ONE (1) MANUFACTURED, MOBILE,  
OR MODULAR HOME UNIT**

**Issue Date: January 10, 2020**

**Pre-Bid Meeting: January 22, 2020 at 10:00 am**

**Bids Due: January 31, 2020 at 2:00 pm**

**Issued by:**

**County of Sussex, Virginia  
Post Office Box 1397, Sussex, Virginia 23884  
20135 Princeton Road, Sussex, Virginia 23884**

COUNTY OF SUSSEX  
INVITATION FOR BIDS  
PURCHASE AND INSTALLATION OF ONE (1)  
MANUFACTURED, MOBILE OR MODULAR HOME

Scope of Work

The manufacturer's basic services will include coordination with other agencies and consultants, etc., as necessary to facilitate the completion of construction documents, and other related work reasonably inferred in the opinion of County as being necessary to meet County's scope and goals. The manufacturer will have the ability to produce product which meets all requirements of the Department of Housing and Urban Development Housing Voucher Choice Program Inspection Checklist (HUD form 52580), Commonwealth of Virginia Department of Housing and Community Development Manufactured Housing Licensure (if required), and the Virginia Uniform Statewide Building Code (USBC) 2015 regulations (if required).

The successful winner of the contract will construct all units and be responsible for delivery to specific homesites in Sussex County, Virginia. Unit interiors will be substantially completed in the factory, including all finishes. The bidder may also be requested to further assist County, via their bid, in the selection of qualified contractors for the final attachment and/or connections required to place modular units in service.

The units will be delivered FOB to Sussex County, Virginia. The manufacturer will be required to assist, or subcontract out for, all crane and "zip-up" (site set-up) services required to install a unit. The unit once set must be permitted, a permanent foundation built, its tongue and wheels (if any) removed, the home strapped to the foundation.

Optional Services that will be priced include the connection of electrical and municipal water/sewer services to the units, demolition of the existing structure on the home site, construction of the permeant foundation, and the construction of a 5' by 5' landing with access steps on each of the home's exterior doors. If the options services are a part of the contract, the bidder will be required to assist in securing a Certificate of Occupancy (CO) from the local building official.

Any on-site construction work will be subject to Davis Bacon. However, the project is **NOT** subject to Davis Bacon Wage Rates and Certified Payroll will **NOT** be required for work that is completed at the development sites as this work is on individual residential homes.

Basic Qualifications: The bidder shall have demonstrated experience in the construction and installation of single-story, single-family manufactured, mobile, or modular housing, and be capable of high-volume production of multiple units to minimize construction duration in the factory.

If the bidder is a manufacturer, they must be capable of continuous production and delivery so as not to cause construction delays once orders are released for fabrication. Your Bid should describe your factory and manufacturing capacity in relation to the project.

Proximity of the factory, therefore, will be an important evaluation criterion in this IFB. Please include the location and capacity of the factory which will be producing or fabricating the modular homes.

The manufacturer will preferably have experience in affordable single-family housing in general, and the ability to assist the County in the installation of the units.

The County is looking to contract directly with the factory directly or through an independent dealer of these type homes. However, the factory may team with a dealer in the joint response to their IFB in order to complete the installation of the home.

Pricing: Proposer shall provide pricing by building type based on the budget estimate for each specific housing unit requested in this Invitation for Bid (IFB). The pricing should be inclusive of the unit and delivery charges, list interior finish options, foundation work and other items required by the IFB.

Brochures: Proposers should include literature and specifications for all building types as well as interior finish options, sample floor plans and other items for each unit included in their bid.

Delivery: All units will be delivered within the Town of Waverly or Wakefield and are 7 miles apart. All units can be delivered on the same day to the individual property lots.

Pre-Bid: A pre-bid meeting will be held on **10:00 A.M.** on **January 22, 2020**. Please call Dennis LeBlanc at 804-247-4754 for the location of the pre-bid meeting. Also, questions about the bid package should be directed to Dennis LeBlanc of American Home Specialist at 804-247-4754 or dlup2code@aol.com. Any questions are due by the C.O.B on January 22, 2020.

Submission of Bid: Bids are due by **2:00 P.M.** on **January 31, 2020** to the Sussex County Housing Office located at 233L South County Drive, Waverly, VA 23890. The mailing address for bids is **Sussex County Housing Office, PO Box 63, Waverly, Virginia 23890**. Facsimile or late bid will not be accepted.

---

# BID FORM

Bid : Manufactured, Mobile or Modular Home Purchase and Installation,  
IFB 2020-01

Vendor Name: \_\_\_\_\_

To: County of Sussex, Virginia  
Housing Department  
Post Office Box 63  
Waverly, Virginia 23890

- The undersigned, having familiarized themselves with the local conditions affecting the cost of the work, and with the Specifications, if any thereto, hereby proposes to furnish all labor, materials, equipment and services required to provide such service(s) described in the scope of work in accordance therewith.

Unit	Property Address – New Street Waverly, VA 23890	Units Need	Per Unit
1	Unit cost and delivery – 3 bedroom/2 baths	1	
	Demolition of old unit		
	Construction of Permeant Foundation		
	Construction of steps and landing		
	Electrical/HVAC connection/set up		
	Plumbing (water supply and wastewater) connection/setup		

Attach detailed pricing Bid to this form

- In submitting this Bid, it is understood that the right is reserved by the County of Sussex to reject any and all Bids. If written notice of the acceptance of this Bid is mailed, telegraphed, faxed, or delivered to the undersigned within sixty (60) days after the opening thereof, or at any time thereafter before this Bid is withdrawn, the undersigned agrees to a contract/agreement in the prescribed form and furnish any required insurance requirements within ten (10) days after the contract is presented to them for signature.

Date \_\_\_\_\_, 20\_\_\_\_\_

(Company Name)

\_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(By)

\_\_\_\_\_  
(City, State, Zip)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(E-mail Address)

\_\_\_\_\_  
(Telephone)