

# INVITATION TO BID

## IFB 2020-11

The County of Sussex, Virginia is hereby soliciting written sealed bids from licensed and insured general contractors to perform housing rehabilitation and substantial housing rehabilitation improvements on six single-family houses located in the Pocahontas Neighborhood Improvement Project Grant area and the Sussex County Regional Urgent Need (UNOS) Grant area of Sussex County, VA. The funds used to rehabilitate this home are provided via a Federal Community Improvement Grant / Community Development Block Grant (CDBG) program funds as administered by the Virginia Department of Housing and Community Development ("VDHCD").

The project includes one Substantial Housing Rehabilitation (stick-built, modular, or manufactured on permanent construction foundation type):

- Address: 315 Wye Street, Waverly, VA 23890
- Address: 306 New Street, Waverly, VA 23890

The project includes seven Housing Rehabilitation:

- Address: 121 Knight Street, Wakefield, VA 23888
- Address: 612 Higgins Street, Wakefield, VA 23888
- Address: 922 West Main Street, Waverly, VA 23890 (Partially complete)
- Address: 420 Bank Street, Waverly, VA 23890
- Address: 215 Chestnut Street, Waverly, VA 23890
- Address: 241 Dogwood Street, Waverly, VA 23890
- Address: 301 Walnut Street, Waverly, VA 23890 (Mostly complete)

There will be a non-mandatory pre-bid conference conducted by Shaun Smith (434-623-8108) at the Sussex County Housing Department located at 233 L South County Drive, Waverly, VA 23888, at **9:00 A.M. on Tuesday, August 11 2020** to review the scope of work and homes included in this project. Contractor may send an authorized agent to represent their firm.

**The County of Sussex, VA will be accepting written sealed bids for this project until 2:00 P.M. on Friday, August 21, 2020,** at which time the submitted bids shall be publicly opened, read aloud and recorded. **No faxed or e-mailed bids will be accepted.** Bidding contractor shall submit their fully executed and signed sealed bid form and itemized work write-up, to the attention of:

Mrs. Shilton R. Butts  
Assistant to the County Administrator  
20135 Princeton Road (Physical Address)  
P.O. Box 1397 (Mailing Address)  
Sussex, Virginia 23884

(SEE PAGE 2)

Contractor must submit a copy of the following items with the bid package: Contractor Qualification Form, contractor's license, certificate of insurance, and Lead-Safe Work Practices (LSWP) and EPA Renovation, Repair and Painting certifications with bid package. Questions concerning the bid specifications may be directed to Shaun Smith – Housing Rehabilitation Specialist for American Housing Specialist at 434-623-8108 or email: RShaunSmith@vaumc.org

**NOTE: Any bids received after 2:00 P.M. on August 21<sup>st</sup>, 2020 will be rejected.** All bidders are welcome to attend bid openings. A bidder may withdraw his bid from consideration if the price of the bid 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 judgement mistake, and was actually due to an unintentional arithmetic error or an unintentional omission can clearly 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. Withdrawal of bids shall be according to procedure (i) of Section 11-54 of the Virginia Public Procurement Act.

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. No bid may be withdrawn under this section when the result would be the awarding of the contract on another bid of the same bidder or another bidder in which the ownership of the withdrawing bidder is more than five percent. If a bid is withdrawn under the authority of this section, the lowest remaining bid shall be deemed to be the low bid. No bidder who is permitted to withdraw a bid shall, for compensation, supply any material or labor to or perform any subcontract or other work agreement for the person or firm to whom the contract is awarded or otherwise benefit, directly or indirectly, from the performance of the project for which the withdrawn bid was submitted.

Contract is to be awarded on a lump sum basis. Contract documents, including Instructions for Bidders, drawings and specifications will be distributed at the pre-bid conference or may be examined at the following location: Sussex County Administration Office, 20135 Princeton Road, Sussex, VA 23884. To request a copy of the contract documents, please contact Shaun Smith – Housing Rehabilitation Specialist for American Housing Specialist at 434-623-8108 or email: RShaunSmith@vaumc.org

The bidder will guarantee his bid for sixty (60) days after bid opening.

The qualifications of bidders will be required as detailed in the Instructions to Bidders.

This is a federally assisted project. Bidders and contractors performing work under this advertisement are bound by the requirements of Section 3 of the Housing and Urban Development Act of 1968 and the President's Executive Order No. 11246, Federal Labor Standards, Section 109, Public Law 100-202. The bidder's attention is called to the Equal Opportunity Clause and the goals and timetables for minority and female participation in each trade and to the fact that not less than minimum wages are set forth in the contract documents must be paid.

NOTE: The County of Sussex, VA reserves the right to reject any and all bids.

Contractor Name: \_\_\_\_\_

Contractor Signature: \_\_\_\_\_

Date: \_\_\_\_\_