

INVITATION TO BID

PROJECT: Alteration to the Treasurer's Office for The City of Harrisonburg, Virginia

LOCATION: 345 South Main Street, Harrisonburg, Virginia

OWNER: City of Harrisonburg

ARCHITECT:

Sease & Associates, P.C.
560 Neff Avenue, Suite 100
Harrisonburg, Virginia 22801
(540) 433-1218
(540) 433-5500 fax

DESCRIPTION OF PROJECT:

The project will consist of demolition of two masonry piers and installation of a steel beam. New counters and cabinets to be located on a new raised platform are also part of the proposed work along with minor electrical modifications. The renovated space will be painted and made ready for new carpet.

TYPE OF BID:

Bids shall be on a lump-sum basis. Segregated bids will not be accepted.

PREBID CONFERENCE:

There will be a pre-bid conference at the Treasurer's Office, 345 South Main Street, Harrisonburg, Va. The meeting will be at 2:00PM, Thursday, July 5, 2012. This meeting is NOT mandatory.

BID SUBMITTAL:

Bids are to be submitted by Tuesday, July 24, 2012 at 2:00pm at Treasurer's Office, 345 South Main Street, Harrisonburg, Va. Hours of operation are Monday through Friday, 8:00AM - 5:00PM. Late bids will not be accepted. Faxed or e-mailed bids will not be accepted.

BID OPENING:

Bid opening will be on Tuesday, July 24, 2012 at 2:00pm at Treasurer's Office, 345 South Mains Street, Harrisonburg, Va.

BIDDING DOCUMENTS:

Bidding Documents are available at the Architects Office, 560 Neff Avenue, Suite 100 Harrisonburg, Va. A refundable deposit of \$50/set will be required. A disk with plans and specs in PDF format may be purchased for \$10 from the Architect. Please call and reserve your plans or disk before pick up. (540) 433-1218

BID BOND:

Bid security in the amount of five (5) percent of the bid shall accompany each bid in accordance with the Instruction to Bidders.

PERFORMANCE BOND:

Required in amount equal to 100% of contract price.

BIDDER'S QUALIFICATIONS:

AIA Qualification Statement will be required by the city of the three lowest bidders.

CONTRACT AWARD

Award will be made to the lowest responsive and responsible bidder meeting all specifications.

OWNER'S RIGHT TO REJECT BIDS:

The Owner reserves the right to reject any or all bids and to waive any irregularity therein.