

**INVITATION TO BID
FOR PUMP STATION GUIDE RAIL REPLACEMENT PROJECT
FOR THE TOWN OF NARROWS**

1.0 ADVERTISEMENT

Separate sealed Bids are requested for the Narrows Pump Station Guide Rail Replacement Project, generally consisting of the following work (the "Work"):

Replacement/installation of two stainless steel guide rail systems and all necessary mounting hardware to lower two existing pumps into a wet well. Replace flanges for pump seat. Installation of a new 36" x 72" hatch for access to the rail system, which will require modifications to the existing concrete floor of the station. The Work is further described in the Scope of Services below.

DUE DATE FOR BIDS: AUGUST 30, 2024 BY 3 PM.

Bids will be received by Terry Nicholson, Town Manager at:

Town of Narrows
210 Main Street
Narrows, Virginia 24124
tnicholson@townofnarrows.org

until 3:00 PM local prevailing time on Friday August 30, 2024. Bids shall be publicly opened and read aloud at that time. Emailed Bids are acceptable.

Should the apparent low bid exceed available funds, the Owner reserves the right to negotiate with the apparent low bidder to obtain a contract price within available funds.

Bidders shall comply with Virginia Code Section 54.1-1112 regarding information required with bid. Envelopes containing bids shall be clearly marked with the Bidder's Class A Contractor License number.

By: Terry Nicholson, Narrows Town Manager
Date: August 14, 2024

2.0 INQUIRIES

Questions regarding this Bid shall be directed to Cody Kast, Plant Supervisor at 540-599-5484. Interested parties may arrange a visit to the station to preview the project. The Town shall not be responsible for any information given by way of verbal communication.

3.0 CONTRACT INFORMATION

3.1 General Information

The Town desires to enter into a Purchase Order Agreement (the "Agreement") directly with the Contractor for the Work described. The "Attachment A-Supplemental Terms and Conditions" attached hereto is incorporated herein and made a part of this Invitation to Bid.

For purposes of the Work for the Project, the following shall constitute the Contract Documents:

- a) This "Invitation to Bid for Pump Station Guide Rail Replacement Project for the Town of Narrows," including its "Attachment A-Supplemental Terms and Conditions";
- b) The Purchase Order Agreement; and
- c) The Contractor's Bid.

3.2 Proposed Schedule and Liquidated Damages

Project shall be completed prior to December 31, 2024. Liquidated Damages in the amount of \$50 per day will be assessed if project completion is not met by this date. Extensions to this date may be considered in the event of inclement weather or back-ordered materials.

3.3 Stored Materials

No payment for stored materials will be made.

3.4 Change Orders

A contract change order will be issued if agreed upon by the Town and contractor.

3.5 Payment Terms

It is anticipated that only one payment application will be necessary. Should more than one payment application be necessary the Town may elect to withhold 5% retainage until completion.

3.6 Contract Award; Evaluation of Bids

Contract shall be awarded to the lowest responsive and responsible Bidder, as provided by the Virginia Public Procurement Act. Bids shall be evaluated based on the following criteria:

- a) Price;
- b) Whether the bid as submitted conforms in all material respects to the invitation to bid;
- c) Bidder's capability, in all respects, to perform fully the contract requirements and the moral and business integrity and reliability that will assure good faith performance;
- d) Bidder's prior experience with similar projects.
- e) Bidder's ability to mobilize and complete the Work in a timely manner.

The Town of Narrows reserves the right to accept or reject any or all Bids received as a result of this request; to waive any informalities; and to negotiate with any qualified Contractor or to modify or cancel in part or in its entirety the Bid, in accordance with applicable law, if it is in the best interest of the Town to do so.

Bids may only be withdrawn for error as permitted under Virginia Code § 2.2-4330. Any bidder intending to withdraw their bid for error as permitted under § 2.2-4330 must give notice in writing of their claim of right to withdraw their bid within two (2) business days after the conclusion of the bid opening procedure and shall submit original work papers with such notice.

4.0 SCOPE OF SERVICES

The intent of this project is the replacement/installation of two stainless steel guide rail systems and all necessary mounting hardware to lower two existing Barnes Model SEH-304 pumps approximately 14 feet into a wet well. The existing flanged 4" x 6" ells will need to be replaced. Installation of a new 36" x 72" hatch for access to the rail system will require modifications to the existing concrete floor of the station.

The contractor is responsible for determining parts/labor necessary to replace the rail systems and the mating connections for the pumps, and the work required to install the new access hatch as part of their bid. The pumps are not being replaced.

5.0 WARRANTY AND INSURANCE REQUIREMENTS

Contractor shall indemnify, defend, and hold harmless the Town of Narrows and its agents, officers, and employees from any and all claims, for money or other relief, arising out of any and all occurrences resulting in bodily injury or property damage that may happen to occur in connection with and during the performance of the Work, resulting from acts or omissions of the Contractor. The Contractor will maintain the following minimum insurance requirements:

- Worker's Compensation – Statutory requirements and benefits, but in no event less than- \$100,000/\$500,000/\$100,000 Employers Liability: accident, disease, policy limit
- General Liability - \$1,000,000 per occurrence, \$2,000,000 aggregate applies per project. The Town of Narrows shall be named as additional insured with respect to goods and services being procured. This coverage is to include Premises/Operations liability, Products and Completed Operations Coverage, Independent Contractor's Liability and Personal Injury Liability.
- Automobile Liability - \$1,000,000 CSL Bodily injury and Property Damage.
- Premises/Operations, Independent Contractors, Products, Completed Operations, Contractual Liability, Personal Injury Liability - \$1,000,000 occurrence, \$2,000,000 aggregate.
- The Town of Narrows shall be named an additional insured and provided with a Certificate of Insurance before access to the site can be granted.

Bidder/Co.: _____

Address: _____

Phone: _____

Email: _____

Contractor VA
License No.: _____

Authorized
Signature : _____

Title: _____

Date: _____