

## INVITATION FOR BID

### ROOF SYSTEM FOR JM BEVINS COMMUNITY CENTER LOCATED AT 8668 SLATE CREEK ROAD, GRUNDY, VA

The Buchanan County, Va., Board of Supervisors is requesting sealed bids to remove old roof and install new roof at JM Bevins Community Center located at 8668 Slate Creek Road, Grundy, VA

#### **BID SUBMISSION**

Sealed Bids will be received at the Buchanan County Office of the County Administrator on the third floor of the Buchanan County Government Center Building located at 4447 Slate Creek Road, Grundy, Virginia 24614 on or before 10:00 A.M. on Thursday, October 31, 2024. Sealed bids may be mailed or hand-delivered to the Attention of Robert Craig Horn, County Administrator of Buchanan County, Va. (address of County Administrator's office, P.O. Drawer 950, Third Floor of the Buchanan County Government Center Building, 4447 Slate Creek Road, Grundy, Va. 24614. Sealed bids not received by 10:00 a.m. on Thursday, October 31, 2024 will not be considered. **ALL BIDS MUST BE MARKED AS A SEALED BID FOR THE ROOF SYSEM FOR JM BEVINS COMMUNITY CENTER. ALL BIDS MUST BE IN THE COUNTY ADMINISTRATOR'S OFFICE ON OR BEFORE THE DEADLINE TO BE CONSIDERED, REGARDLESS OF THE METHOD OF DELIVERY CHOSEN BY THE BIDDER.**

A certified check or cashier's check drawn on a State or National Bank or Bidders Bond from an acceptable Surety Company authorized to transact business in the Commonwealth of Virginia, in the amount of not less than five Percent (5%) of the greatest total amount of the Bidder's proposal must accompany each proposal as a guarantee that, if awarded the contract, the Bidder will within ten (10) calendar days after the award of contract enter into a contract and execute a Corporate Surety Performance Bond in the contract amount and a Corporate Surety Payment Bond in the contract amount on the forms provided in the Contract Documents. Proposals must be completed and submitted on the forms provided. Incomplete bid proposals may be invalidated as non-responsive and accordingly rejected and returned to the bidder. The right to accept any bid, or reject any or all bids and to waive all formalities is hereby reserved by the Buchanan County Board of Supervisors.

Note: The Board of Supervisors reserves the right, in its sole discretion, to reject any bid that the Board does not find to be in the best interests of Buchanan County, Virginia.

## **SCOPE OF SERVICES**

A **MANDATORY** pre-bid conference will be held on Thursday, October 24, 2024 at 2:00 p.m. at the JM Bevins Community Center located at 8668 Slate Creek Road, Grundy, VA. Only those attending the **MANDATORY** pre-bid conference will be eligible to submit a bid.

## **SCOPE OF WORK**

### **Upper and lowers Roofs**

To remove existing, Ballast, and EPDM and wet perlite insulation.

Install 2.5 inches of ISO insulation over existing BUR roof to achieve a total “R” value of at least “R “19.

On metal roof recovery section, install 1.5-inch ISO flute filler insulation and then a 2” ISO insulation cover board.

Install new 50 mil. PVC with 20-year material and labor warranty, and also including 20-year minor third party damage warranty.

All existing penetrations to be removed and taken out of roof. Excluding roof drains.

Supply and install two new roof hatches

The specifications and proposed contract terms and conditions may be obtained by contacting Kenneth Ratliff, [Kenneth.ratliff@buchanancounty-va.gov](mailto:Kenneth.ratliff@buchanancounty-va.gov), 276-935-6587 and said specifications and proposed contract terms and conditions are hereby incorporated and made a part of this Invitation to Bid by reference.

All work must comply with all State and Local building codes. This is to be a “turn-key” job the price will include materials, labor and any miscellaneous materials needed to complete the job. **Work shall be completed within 90 business days, after signing of contract. Any required Permits for this project will be at the cost to the Contractor.**

**Contract specifications, terms and conditions, are incorporated by reference into this IFB. Please contact Kenneth Ratliff at 276-935-6587 should you have questions.**

**ANY DECKING that needs to be replaced once tear off is completed will be priced per square foot for the repairs.**

### **STATEMENT OF REQUISITE QUALIFICATIONS OF BIDDERS**

The successful bidder shall be properly qualified to do business in the Commonwealth of Virginia and hold at least a Class B Contractor license with the Commonwealth of Virginia. The Contractor should also have experience in installation of roofing and repair of roofing jobs.

### **COUNTY NOT LIABLE FOR PROSPECTIVE BIDDER BID COSTS**

The Buchanan County, Va. Board of Supervisors will not be responsible for the costs incurred by a prospective bidder in submitting a bid in this matter.

### **BID SUBMISSION QUOTES**

**All bid submissions must be received on or before 10 a.m., Thursday, October 31, 2024.**

### **WITHDRAWAL OF BID PROCEDURE**

Any bidder claiming the right to withdraw his bid shall give notice in writing of this claim of right to withdraw his bid within two business days after the conclusion of the bid procedure. Furthermore, bid withdrawal is subject to, and limited by section 2.2-4330 of the Code of Virginia of 1950, as amended, and section 16-34 of the Buchanan County Code.

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Date

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Robert Craig Horn, County Administrator