

INVITATION TO BID

RE: PURCHASE AND INSTALL FLOOR TILE AT JM BEVINS COMMUNITY CENTER LOCATED AT 8668 SLATE CREEK ROAD, GRUNDY, VA 24614

The Buchanan County, Va., Board of Supervisors is requesting sealed bids to purchase and install floor tile, and repair some existing flooring in kitchen areas.

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 until 10:00 AM on Thursday, May 21, 2026. Bids not received by 10:00 AM on Thursday, May 21, 2026 will not be considered.

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. Box 950, Third Floor of the Buchanan County Government Center Building, 4447 Slate Creek Road, Grundy, Va. 24614). **ALL BIDS SHOULD BE MARKED AS A BID FOR PURCHASING AND INSTALLING FLOOR TILE FOR JM BEVINS COMMUNITY CENTER. BIDS MUST BE RECEIVED ON OR BEFORE 10:00 AM ON THURSDAY, MAY 21ST TO BE CONSIDERED REGARDLESS OF THE METHOD OF DELIVERY UTILIZED.**

The specifications and contract terms are incorporated by reference into the scope of this Invitation to Bid. For a copy of specifications and contract terms please contact Kenneth Ratliff at 276-935-6587.

MANDATORY PRE-BID CONFERENCE WILL BE HELD AT 11:30 A.M., FRIDAY MAY 8TH, 2026, AT THE SITE, TO VIEW THIS PROJECT. ONLY THOSE PRESENT AT THIS PRE-BID CONFERENCE WILL BE ABLE TO BID THIS PROJECT.

SCOPE OF SERVICES

Installation of 2" x 2" unglazed ceramic mosaic floor tile with latex modified grout in areas listed below:

1. Boys shower/toilet room – approximately 420 square feet
2. Girls shower/locker room – approximately 420 square feet
3. Boys bathroom – approximately 170 square feet
4. Girls bathroom – approximately 150 square feet

Notes:

- a. Some mud work will be required at showers
- b. Tile to be installed on top of existing tile floors and substrates. Cleaning or floor prep prior to tile installation by County.
- c. Any tile removal by County
- d. Some leveling of floors may be required.

Installation of 6" x 6" ground edge quarry tile floor with latex modified grout in kitchen approximately – 150 square feet.

Notes:

- a. Some mud work may be required
- b. Removal of old quarry tile by County.

No Sub-Contractors

STATEMENT OF REQUISITE QUALIFICATIONS OF BIDDERS

The successful bidder shall be properly qualified to do business in the Commonwealth of Virginia. Vendor must be licensed to do work in the Commonwealth of Virginia and have a Class B contractor's license.

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. The Buchanan County Board of Supervisors reserves the right to reject all bids if it is deemed in the best interests of the County.

BID SUBMISSION QUOTES

All bids must be received on or before 10:00 a.m. Thursday May 21st, 2026.

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.

Date

Robert Craig Horn