

SECTION 00100 – INVITATION TO BID

The Owner, West Virginia Council for Community & Technical College Education, invites proposals to provide all Work including, but not limited to, labor, material, equipment supplies and transportation for:

Request for Bids (RFB) 14101
Addition and Renovations to
Eastern West Virginia Community & Technical College
Moorefield, West Virginia

All Bids must be submitted in accordance with Bidding Documents issued by the Architect and the Form of Proposal. Bidding Documents may be obtained from:

Bastian & Harris, Architects
300 Summers Street, Suite 1200
Charleston, WV 25301-1630
304/342-2151

A \$300.00 deposit is required for each set. General Contractors are limited to two (2) sets each; and subcontractors and major suppliers are limited to one (1) set each. Deposits will be returned to Bidders who submit a bona fide Bid and return the Bidding Documents, in good condition, to Architect within ten (10) days following the Bid Opening. Bidders, subcontractors, major material suppliers, and minor suppliers may procure additional sets at actual cost. Only complete sets will be issued. General Contractors may request a CD containing PDF's of bid documents for non-refundable fee of \$50 only after obtaining at least one printed set by deposit above.

A mandatory prebid meeting is scheduled for:

Time: 1:00 PM Eastern Time
Date: 20 March 2014
Place: Room 207-ABE
Eastern West Virginia Community & Technical College
316 Eastern Drive
Moorefield, West Virginia

Attendance at the prebid meeting is mandatory. All Bidders **must** attend the prebid meeting to familiarize themselves with the Project location, site conditions, and other relevant information. Should any Bidder fail to attend, their Bid will be disqualified. Mechanical and electrical subcontractors, and other subcontractors and material suppliers are encouraged to also attend.

This Invitation to Bid, Addenda and other relevant information concerning RFB 14101 will be posted at the following URL. It is the Bidder's obligation to check this website for current information:
<https://wvhepc.org/purchasing/>

Bidder, if successful and awarded a contract, agrees that all work is to be Substantially Complete as stipulated on the Form of Proposal. Final Completion is to be achieved within 30 calendar days thereafter.

The work must be complete on or before the date indicated by the Contractor on the Bid Form. If the work is not Substantially Complete within the Contract Time, for each calendar day of delay in achieving Substantial Completion, the Contractor shall be liable for and shall pay the Owner \$750 per day, not as a penalty but as liquidated damages.

For each calendar day of delay in achieving Final Completion, the Contractor shall be liable for and shall pay half the amount of liquidated damages stated above, plus any additional fees of the Architect and the Architect's consultants that may accrue. Allowances may be made for delays due to shortages or materials and/or energy resources, subject to proof by documentation, and also for delays due to strikes or other delays beyond the control of the Contractor. The Contractor, in accordance with the Contract Documents, must properly document all delays and any claim for extension of the Contract Time.

Sealed Bids will be received by the **OWNER** at the following location, time and date in accordance with the Instructions to Bidders, Supplementary Instructions to Bidders, and Request for Quotations:

Time: 3:00 PM Eastern Time

Date: 3 April 2014

Place: Chief Procurement Office
RFB 14101
West Virginia Council for Community & Technical College Education
1018 Kanawha Boulevard, East, Suite 700
Charleston, WV 25301

It shall be the Bidder's responsibility to determine the method of transmittal such that the Bid will arrive in the Owner's office prior to the scheduled Bid opening. Bids received late will not be opened and will be returned to the Bidder. Fax and electronically transmitted bids will not be accepted.

The successful Bidder must be a registered vendor with the State of West Virginia, Department of Administration, prior to receiving a contract/purchase order.

Bid shall remain in effect for 60 days after bid opening. The Owner reserves the right to reject any and/or all proposals, and to waive any and/or all formalities as it may deem in its best interest. The Owner reserves the right to make an award based on what is in the best interest of the project. The Owner also reserves the right to reject any or all Bids or any parts thereof.

END OF SECTION 00100