Bid Form

Invitation to Bid Title:	**Renovations to the Kitchen at Arlington Career Center.**
Invitation to Bid #:	**68FY19**
Invitation to Bid Issue Date:	**April 15, 2019**
Bid Closing Date/Time:	**May 14, 2019 at 2:00 P.M. (Local Prevailing Time)**
Bid Opening Date/Time:	**Promptly Following Bid Closing**
Name of Bidder:	_____

Submit Bid: **By Mail, Hand Delivery or Express Carrier to:**

Arlington Public Schools
Syphax Education Center
Procurement Office, 4th Floor
2110 Washington Boulevard,
Arlington, VA 22204

1. The undersigned Bidder declares that it has informed itself fully of all conditions pertaining to the Work and to the location where the Work is to be performed; that it has examined the Bid Documents and Contract Documents, including the Agreement between Owner and Contractor, Conditions of the Contract (General and other conditions), Instructions to Bidders, the Drawings, the Specifications, all Addenda, and all conditions relative to the Work to be performed.

2. The Bidder proposes and agrees, if this Bid is accepted within the number of days provided for in the Instruction to Bidders, to enter into a Contract with the Owner in the form of Contract specified, for the Contract Sum, and within the Contract Period indicated in the Bid Documents to furnish all necessary material, equipment, machinery, apparatus, transportation and labor as required to complete the project indicated on this Bid Form.

3. The Bidder certifies that it has not combined, conspired or agreed to intentionally rig, alter or otherwise manipulate, or to cause to be rigged, altered or otherwise manipulated this Bid for the purpose of allocating purchases or sales to or among persons, raising or otherwise fixing the prices of the goods or services, or excluding other persons from dealing with Arlington Public Schools.

4. Arlington Public Schools requires that a minimum of thirty (30) days after receipt of an approved Application for Payment (invoice) be allowed for payment.

5. The Bidder certifies that it will comply with all provisions of the Virginia Public Procurement Act and with the regulations of Arlington Public Schools.

6. By submitting a Bid, the Bidder represents that the Bidder understands the Insurance Requirements of the Contract Documents and will comply in full if awarded the contract.

7. In submitting this Bid, Bidder represents, as more fully set forth elsewhere in the Bid and Contract Documents:

   a. Owner has recommended the Bidder examine the site and locality where the Work is to be, the legal requirements (federal, state, and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress of performance of the Work and has made such independent investigations as Bidder deems necessary.

   b. Bidder acknowledges that Owner and Owner's Representative (Architect) do not assume responsibility for the accuracy of dimensions or completeness of information and data shown or indicated in the Bid Documents with respect to existing facilities.

   c. Bidder acknowledges that it is obligated to provide to Owner written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered or in the exercise of due diligence and reasonable care as a reasonably competent contractor for the Work to which this Bid is applicable should have discovered in the Bid and Contract Documents and the written resolution thereof by the Owner is acceptable to Bidder, and the Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performing and furnishing the Work for which this Bid is submitted.

   d. By submitting a Bid in response to this Invitation to Bid Bidder represents that in the preparation and submission of this Bid, Bidder did not, either directly or indirectly, enter into any combination or arrangement with any person, firm, or corporation or enter into any agreement, participate in any, collusion, or otherwise take any action in the restraint of free, competitive bidding in violation of the Sherman Act (15 U.S.C. Section 1) or Sections 59.1-9.1 through 59.1-9.17 or Sections 59.1-68.6 through 59.1-68.8 of the Code of Virginia.

   e. Bidder hereby certifies that, if awarded the Contract for construction of the Project, it will take all possible actions to minimize costs to Owner that are related to any disruptions in any part of the Work resulting from unforeseeable conditions which may be encountered and Work changes or additions which may be made.

   f. Bidder understands that the award of the Contract, if any, will be made on the Total Bid unless specifically stated otherwise in the Instructions to Bidders or in this pre-printed Bid Form. Bidder understands that upon award of Contract, all items specified in the Bid Documents shall be furnished unless an "Or-Equal" or "Substitute Item" is accepted by Owner in accordance with the Bid Documents and Contract Documents.

   g. The Bidder agrees to bear full cost of maintaining the Work until final acceptance of the Work is approved as provided by the Contract.

   h. This Bid will remain subject to acceptance for one hundred and twenty (120) days after the day of the Bid Opening.

   i. Owner may cancel this Invitation to Bid, and may reject any and all Bids received.

8. Bidder agrees to the required times for Substantial Completion, Final Completion, and to resulting Liquidated Damages as follows:

a. The Work will commence in accordance with the Contract Documents and will have a Substantial Completion Date, a Final Completion Date, and liquidated damages, if any, as provided in the Contract Documents. These completion dates are subject to adjustments of the Contract Period as provided in the Contract Documents.

9. A. As a Class 1 Mandatory Requirement, the following documents are attached to and made part of this Bid:

1. Required Bid Security in the form of either a certified check, cashier's check, cash escrow or Bid Bond in the amount of five percent (5 %) of the Bid amount.

2. Contractor's License information in compliance with Paragraph 18.1.1 of the Instructions to Bidders.

3. Completed Appendix A to Bid Form.

4. If the Bidder is a joint venture, a copy of the written joint venture agreement.

5. If the Bidder is a partnership, a copy of the written partnership agreement.

B. The following documents are Class 2 Mandatory Requirements and are: (Please complete the following by checking the appropriate line that applies to providing the requested information)

a. _____ attached to and made a part of this Bid

b. _____will be supplemented in compliance with the provisions of Paragraph 18.3 of the Instructions to Bidders:

1. List of Subcontractors for major divisions and/or features of work in compliance with the requirements of Item 16 of this Bid Form and Paragraph 18.2.3 of the Instructions to Bidders.

2. Pricing Breakdown for Total Bid in compliance with the requirements of Item 13 of the Bid Form

10. By submitting this Bid, Bidder certifies that the firm submitting this Bid and registered under that name has the appropriate license and/or certification, as determined by the Commonwealth of Virginia, Department of Professional and Occupational Regulation, Virginia Board for Contractors to perform the scope of work included in this Bid. Include license number below. **Note: See Instructions to Bidders for the requirement to include the contractor's license or certificate number, and date of expiration, on the face of the Bid envelope in addition to completing the information below.**

a. ____ Registered as a Contractor under Title 54.1, Chapter 11 of the Code of Virginia:

Licensed Class _____ Virginia Contractor No. _____ Valid until _____

_____ (Date).

Classifications and Specialty Designations:_____

11. Bidder has examined copies of the following Addenda, and receipt of all is hereby acknowledged:

Addendum No. ____	Dated: _____	Addendum No. ____	Dated: _____
Addendum No. ____	Dated: _____	Addendum No. ____	Dated: _____
Addendum No. ____	Dated: _____	Addendum No. ____	Dated: _____
Addendum No. ____	Dated: _____	Addendum No. ____	Dated: _____

12. **Any Notation on the Exterior of the Envelope Purporting to Alter, Amend, Modify or Revise the Bid will be Disregarded.**

13. **Bid Schedule**

My Bid to provide all labor, materials and equipment necessary to complete the Work described in the Invitation to Bid is provided in the Bid Form

Bid Item 1. Total Bid:

_____ In Writing $_____In Figures

The funds available for this Project will be announced immediately after Bid Closing and prior to Bid Opening.

If Arlington Public Schools is unable to achieve a Contract Sum within available funds for the Total Bid, Arlington Public Schools may negotiate to achieve a Contract Sum within available funds in the manner provided in the Invitation to Bid.

Bid Item 2. Pricing Breakdown for Total Bid Above:

Provide Lump Sum prices per Division as listed in the Scope of Work and Bid Documents. (This information is a Class 2 Mandatory Requirement. Bidder may elect not to include the information in its Bid as submitted for Bid Closing. If not included in the Bid submitted for Bid Closing, this information and this form must be received by Owner no later than 4:00 P.M. the next business day following the Bid Opening or the Bid will be deemed nonresponsive and not considered further.):

A.	Division 1:	General Conditions_____	Dollars ($_____)
B.	Division 2:	Existing Conditions_____	Dollars ($_____)
C.	Division 3:	Concrete_____	Dollars ($_____)
D.	Division 4.	Masonry_____	Dollars ($_____)
E,	Division 5.	Metals_____	Dollars ($_____)
F.	Division 7.	Thermal/Moisture_____	Dollars ($_____)
G.	Division 8.	Doors/Windows_____	Dollars ($_____)
H.	Division 9.	Finishes_____	Dollars ($_____)
I.	Division 10	Specialties_____	Dollars ($_____)
J.	Division 11	Equipment_____	Dollars ($)

K. Division 21 Fire Suppression_____ Dollars ($)

L. Division 22 Plumbing_____ Dollars ($)

M. Division 23 HVAC_____Dollars ($_____)

N. Division 26 Electrical_____Dollars ($_____)

14. **Contact for Administration:**

Name:

Address: (Office) _____

Telephone Number: (Office) _____

Fax Number: _____

Full Legal Name of Bidder _____

Remittance Address (If different):

Address:_____

Phone: (_____)_____

Email Address:_____

Fax: (_____)_____

Date:_____

Tax ID Number (EIN/SSN):_____

15. **State Corporation Commission (SCC) Identification Number:**

A Bidder is required to be authorized to transact business in the Commonwealth of Virginia as a domestic or foreign business entity if so required by Title 13.1 or Title 50 or as otherwise by law. The Bidder confirms that at the time of Bid Closing, the Bidder has met the requirements of the Virginia Public Procurement Act Section 2.2-4311.2. The Bidder shall include in its Bid the identification number issued to it by the Virginia State Corporation Commission ("SCC"). If the Bidder is a joint venture which does not have a SCC identification number, then the name of the joint venture shall be provided, all members of the joint venture shall be identified by full name, and each member of the joint venture shall provide its SCC identification number or establish its exemption from such requirement. For more information on how the SCC can expedite a request for an identification number, please contact the SCC at ***(www.scc.virginia.gov) or the SCC Clerk's office at 1-804-371-9733.***

Please complete the following by checking the appropriate line that applies and providing the requested information

1. ____ Bidder is a Virginia business entity organized and authorized to transact business in Virginia by the SCC. The Bidder's identification number issued by the SCC is . ***(The SCC number is NOT your federal tax Identification number nor your eVA registration number)***.

2. ____ Bidder is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such Bidder's identification number issued to it by the SCC is .

3. ____ Bidder is a Virginia joint venture organized and authorized to transact business in Virginia by the SCC.

4. ____ Bidder is a joint venture which does not have an identification number issued to it by the SCC but each member of the joint venture is authorized to transact business in Virginia and the SCC identification numbers issued to each member of the joint venture are: [list member name and SCC identification number for each member, or provide the asserted exemption information in subSection 5 below]

_____

5. ____Bidder does not have an identification issued to it by the SCC and such Bidder is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

If you check Option 5 above, you must attach additional sheets to explain in further detail why such Bidder is not required to be authorized to transact business in Virginia. Bids that fail to submit supporting details regarding option 3 above may be considered non-responsive by APS.

***Note: If Bidder is required to have an SCC#, the SCC# shall be active at the date/time that the Bid is opened. Failure of Bidder to have an active SCC# at the date/time the Bid is opened will result in a determination that Bid is non-responsive and the Bid shall be rejected and will not be considered for Contract award.**

16. **List of Subcontractors and Identified Divisions or Features:**

Listed below are certain divisions or features of the Work contained in the Contract Documents ("Identified Divisions or Features"). For any Identified Division or Feature which the Bidder intends to perform itself, it is a Class 1 Mandatory Requirement that the Bidder hold the classifications or specialty designations required to permit it to perform that Identified Division or Feature.

For any Identified Division or Feature which the Bidder intends to have performed by a Subcontractor ("Identified Division or Feature Subcontractor"), the Bidder shall state below the name of each proposed Identified Division or Feature Subcontractor, and shall state the Virginia Class A Contractor's License number and expiration date for that Identified Division or Feature Subcontractor. The Contractor's License for each proposed Identified Division or Feature Subcontractor shall include the classification or specialty which permits the Identified Division or Feature Subcontractor to perform such Work. As a Class 2 Mandatory Requirement, the Bidder may elect to submit this Identified Division or Feature Subcontractor Information as provided in Paragraph 18.3 of the Instructions to Bidders.

~~The Bidder shall submit the names of Subcontractors to be used in performing the below-described divisions and/or features of Work contained in the Contract Documents~~ For any Subcontractors other than Identified Division or Feature Subcontractors, all such Subcontractors shall have a Virginia Contractor's License in compliance with the Class A, Class B or Class C requirements established by applicable statutes and Virginia Board for Contractors Regulations. For all proposed Subcontractors other than Identified Division or Feature Subcontractors, the ~~The~~ successful Bidder shall have a maximum of fourteen (14) days after Notice to Proceed to submit to APS for vetting and approval the **final** list of such Subcontractors, which final list shall include the previously identified Identified Division or Feature Subcontractors.~~to APS for vetting and approval~~. If the Bidder at any time after Bid Closing seeks to change an Identified Division or Feature Subcontractor identified below, the Bidder shall comply with the requirements of General Conditions Part 6.

The Bidder certifies that all Subcontractors listed are eligible in all respects to perform the Work. Bidder's failure to submit the List of Subcontractors ~~as directed herein~~ in compliance with Item 9.B of this Bid Form shall result in Bidder's Bid being deemed as non-responsive.

Subcontractor's Work	Subcontractor's Name and Class A Contractor's License Number and Expiration Date

Drywall _____

Unit Masonry: _____

Structural Steel: _____

Electrical: _____

Mechanical: _____

Controls: _____

17. **Debarment Status:**

If you answer yes to any of the following, on a separate attachment, state the person or entity against whom the debarment was entered, give the location and date of the debarment, describe the project involved, and explain the circumstances relating to the debarment, including the names, addresses and phone numbers of persons who might be contacted for additional information

1. Is your organization or any officer, director, project manager, procurement manager, chief financial officer, partner or owner currently debarred from doing federal, state or local government work for any reason?
   Yes ___ No ___

2. Has your organization or any current officer, director, project manager, procurement manager, chief financial officer, partner or owner ever been debarred from doing federal, state or local government work for any reason?
   Yes ___ No ___

My signature certifies that the Bidder has no business or personal relationships with any other companies or persons that could be considered as a conflict of interest or potential conflict of interest to Arlington Public Schools, and that there are no principals, officers, agents, employees, or representatives of Bidder that have any business or personal relationships with any other companies or person that could be considered as a conflict of interest or a potential conflict of interest to Arlington Public Schools, pertaining to any and all work or services to be performed as a result of this Bid and any resulting Contract with Arlington Public Schools.

Person signing must be authorized to bind the Bidder in contractual matters. If the Bidder is a joint venture the Bid must be signed by an authorized representative of each member of the joint venture. Add additional copies of this signature page if necessary

By:_____

Name:_____

Title:_____

Date:_____

End of Bid Form