Standard Bid Form Format

[Note: The following format shall be used for the project Bid Form. Instruction/explanations are in [Brackets]. They should not appear on the actual document. Replace sample wording or (quantities) shown in italics with project-specific information.]

BID FORM

DATE: _____________________________

PROJECT TITLE: _______________________________________________________

RFQ No. [Obtain from Purchasing]

TO: County of Albemarle, Virginia, and/or
    The County School Board of Albemarle County, Virginia
    Purchasing Office - Room 248
    Albemarle County Office Building
    401 McIntire Road
    Charlottesville, VA 22902

In compliance with and subject to your Invitation for Bids and the documents therein specified, all of which are incorporated herein by reference, the undersigned bidder proposes to furnish all labor, equipment, and materials and perform all work necessary for construction of this project, in accordance with the Plans and Specifications dated __________________________, and the Addenda noted below, as prepared by [A/E firm and location] for the consideration of the following amount:

BASE BID (including the following parts but excluding work in Additive Bid Items):

PART A.
Lump sum price for construction of the building within a perimeter extending 5 feet from the walls of the building, complete, except for the excavation of additional unsuitable material in PART C, and the (piling and load tests) (caissons and caisson rock) (rock material and trench rock) in PART D and PART E and in accordance with the Plans and Specifications:

PART A = _____________________________
__ Dollars ($___________)

PART B.
Lump sum price for the sitework beyond the 5 feet building perimeter (except for work described in PARTS C, D and E) complete and in accordance with the Plans and Specifications:
PART B = _____________________________

____ Dollars ($___________)
Base Bids for Parts C, D and E shall be based on the estimated quantities indicated to be provided complete and in accordance with the applicable portions of the plans and specifications. Payment amounts for each of these items will be based on the actual quantities authorized, provided and approved times the unit prices indicated by the bidder. The final contract amount shall be adjusted upward or downward based on the actual payment amounts versus the bid amounts for Parts C, D and E.

PART C. **EXCAVATION OF ADDITIONAL UNSUITABLE MATERIAL**

Excavation of unsuitable material, where authorized or directed, below or in addition to the levels required for the Work in Parts A and B and backfill with compacted material per specifications. (Price per cubic yard.) Final amount shall be adjusted upward or downward based on actual quantity authorized.

Estimated quantity of (150) cy @ $______________ per cy = ________________
[A/E fill in estimated quantity to be included in bid]

PART C = ____________________________ Dollars ($__________)

PART D. **EXCAVATION OF ROCK MATERIAL**

Excavation of rock material, where authorized or directed, and proper disposal off-site of excess material, complete per specifications. (Price per cubic yard.) Final amount shall be adjusted upward or downward based on actual quantity authorized.

Estimated quantity of (100) cy @ $______________ per cy = ________________

PART D = ____________________________ Dollars ($__________)

PART E. **EXCAVATION OF ROCK MATERIAL AT TRENCHES**

Excavation of rock material, where authorized or directed, proper disposal off-site of excess material and backfill with compacted trench fill material per specifications. (Price per cubic yard.) Final amount shall be adjusted upward or downward based on actual quantity authorized.

Estimated quantity of 50 cy @ $______________ per cy = ________________
[A/E fill in estimated quantity to be included in bid]

PART E = ____________________________ Dollars ($__________)

(OR)

PART D.  PILING [Sample for Timber Piling]
Timber piling provided complete in place in accordance with the plans and specifications
(Priced per each pile @ the indicated length):

(60’) Timber Test Piles (4) ea @ $___________ ea = $________________
(50’) Timber Piling (40) ea @ $___________ ea = $________________
(40’) Timber Piling (60) ea @ $___________ ea = $________________
(30’) Timber Piling (20) ea @ $___________ ea = $________________

PART D = ____________________________ Dollars ($__________)

(OR)

PART D.  PILING [Sample for Steel Piling]
Steel piling provided complete in place in accordance with the plans and specifications (Priced
per linear foot of steel piling driven and accepted):

(2560) linear feet @ $__________________ lf  =  $_________________________

PART D = ____________________________ Dollars ($__________)

PART E.  PILE LOAD TESTS [Sample for Load Tests, if required]
Pile load tests complete in accordance with the plans and specifications (Priced per complete
pile load test):

(2) load tests @ $____________________ ea  =  $__________________________

PART E = ____________________________ Dollars ($__________)

(OR)

PART D.  CAISSONS [Sample for Caisson Foundations]
CAST-IN-PLACE CONCRETE CAISSONS complete in place in accordance with the plans
and specifications (Priced per linear foot of caisson complete and accepted for each caisson
diameter):

(24) inch Diameter (125) lin ft @ $_____________/ lin ft  =  $________________
(36) inch Diameter (250) lin ft @ $_____________/ lin ft  =  $________________
(48 )inch Diameter (175) lin ft @ $_____________/ lin ft  =  $________________
(60) inch Diameter (100) lin ft @ $_____________/ lin ft  =  $________________

PART D = ____________________________ Dollars ($__________)

PART E. CAISSON ROCK EXCAVATION [Sample, if required]

Excavation of ROCK material as defined in the specifications, where authorized and directed, and proper disposal off-site of excess material, complete per specifications. (Priced per linear foot of rock material excavation for each caisson diameter):

(24) inch Diameter (25) lin ft @ $______________/ lin ft = $_____________
(36) inch Diameter (25) lin ft @ $______________/ lin ft = $_____________
(48) inch Diameter (75) lin ft @ $______________/ lin ft = $_____________
(60) inch Diameter (10) lin ft @ $______________/ lin ft = $_____________

PART E = ___________________________________________ Dollars ($__________)

TOTAL BASE BID AMOUNT (For PARTS A, B, C, D & E) IS:

_____________________________________________________ Dollars ($__________)

ADDITIVE BID ITEM 1: Lump sum price for all work to [Briefly describe] complete, in accordance with the drawings and specifications is ________________ Dollars ($__________)

ADDITIVE BID ITEM 2: Lump sum price for all work to [Briefly describe] complete, in accordance with the drawings and specifications is ________________ Dollars ($__________)

Contract award will be based on the TOTAL BASE BID AMOUNT shown above (including any properly submitted bid modifications) plus as many Additive Bid Items as the Owner in its discretion decides to award.

The undersigned agrees that it will use as the subcontractor for Work under Section 15900, “HVAC Monitoring and Control System (EMCS)” and for related Work shown on the drawings, [Insert Name] __________________________, a subcontractor selected by the owner, for a subcontract price of [words and numbers] $________________, and that this quote has been included in the TOTAL BASE BID AMOUNT above. The undersigned agrees that it will be responsible for this subcontractor and its work just as if it had been selected by the undersigned.
The undersigned understands that time is of the essence and agrees that the time for Substantial Completion of the entire project shall be [A/E or Owner fill in] consecutive calendar days from the date of commencement of the Work as specified in the Notice to Proceed, and Final Completion shall be achieved within 30 consecutive calendar days after the date of Substantial Completion as determined by the A/E.

* * * OR FOR A SPECIFIC SUBSTANTIAL COMPLETION DATE * *

The undersigned understands that time is of the essence and agrees that the date for Substantial Completion of the entire project shall be on or before [A/E or Owner fill in date] based on a Notice authorizing Work to proceed on or before [Insert date], and Final Completion shall be achieved within 30 consecutive calendar days after the date of Substantial Completion as determined by the A/E.

* * * * * * * * * * * * *

Acknowledgment is made of receipt of the following Addenda: ______________________________

If notice of acceptance of this bid is given to the undersigned within 60 days after the date of opening of bids, or any time thereafter before this bid is withdrawn, the undersigned will execute and deliver a contract in the prescribed form (County of Albemarle Contract Between Owner and Contractor, Form A C-9) within 10 days after the contract has been presented to him for signature. The required payment and performance bonds, on the forms prescribed, shall be delivered to the owner along with the signed Contract.

Immigration Reform and Control Act of 1986: The undersigned certifies that it does not and will not during the performance of the Contract for this project violate the provisions of the Federal Immigration Reform and Control Act of 1986, which prohibits employment of illegal aliens.

DISQUALIFICATION OF CONTRACTORS: By signing this bid or proposal, the undersigned certifies that this Bidder or any officer, director, partner or owner is not currently barred from bidding on contracts by any Agency of the Commonwealth of Virginia, or any public body or agency of another state, or any agency of the federal government, nor is this Bidder a subsidiary or affiliate of any firm/corporation that is currently barred from bidding on contracts by any of the same. We have attached an explanation of any previous disbarment(s) and copies of notice(s) of reinstatement(s).

CERTIFICATION OF NO COLLUSION: The undersigned does hereby certify in connection with the procurement and bid to which this Certification of No Collusion is incorporated that:

This bid is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce; nor is this bid the result of, or affected by, any act of fraud punishable under Article 1.1 of Chapter 12 of Title 18.2 of the Code of Virginia, 1950, as amended (18.2-498.1 et seq.).
The undersigned declares that they are fully authorized to sign the proposal on behalf of the firm listed and to all conditions and provisions thereof. The firm name given below is the true and complete name of the bidder and the bidder is legally qualified and licensed by the Commonwealth of Virginia, Department of Commerce, State Board for Contractors, to perform all Work included in the scope of the Contract.

Virginia License No. ________________________ Bidder ________________________ (Name of Firm)

Contractor Class ________________________ By ________________________ (Signature)

Valid Until ________________________ (Typed Name)

FEIN/SSN: ________________________ Title ________________________

If Partnership (List Partner’s Names) If Corporation, affix Corporate Seal & list State of Incorporation
__________________________________________ State: ________________________ (Affix Seal)
__________________________________________
__________________________________________

Business Address:
__________________________________________
__________________________________________
__________________________________________

Telephone No. ________________________ Fax No. ________________________