

McCARTHY HALL / MOOMAW HALL ROOF REPLACEMENT  
DABNEY S. LANCASTER COMMUNITY COLLEGE  
VIRGINIA COMMUNITY COLLEGE SYSTEM  
Clifton Forge, Virginia  
Project Code: 260-A6260-064 (MR10617)  
Architect's Project Number: 523019/523020

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**DGS-30-256**

(Rev. 10/19)

**NOTICE OF  
INVITATION FOR BIDS (IFB)**

Sealed bids are invited for the construction of McCarthy Hall / Moomaw Hall Roof Replacement Project, at Dabney S. Lancaster Community College, 1000 Dabney Dr., Clifton Forge, VA, 24422. The work includes removal and replacement of approximately 19,707 square feet of roofing and insulation, along with associated flashing work that includes through wall flashing, new ladders and guard rails, a new roof hatch, and raising certain mechanical units on taller curbs.

Sealed bids will be received at **Virginia Community College System, Attn: Sibyl Roberts, 300 Arboretum Place, Suite 390, Richmond, Virginia 23236. PLEASE NOTE:** For shipping/ mailing, use **Suite 390**; for hand delivery, use **Suite 200**. The deadline for submitting bids is **2:00 p.m. sharp, as determined by the Bid Officer, on March 31, 2020**. The bids will be opened publicly and read aloud beginning at **2:00 p.m., on April 1, 2020**, at the same location.

A Standard Commonwealth Bid Bond is required (form CO-10.2 and Contract Security is required for any bid regardless of bid amount).

**eVA Vendor Registration:** The bidder or offeror shall be a registered vendor in eVA. See the attached **eVA Vendor Registration Requirements**.

Procedures for submitting a bid, claiming an error, withdrawal of bids and other pertinent information are contained in the Instructions to Bidders, which is part of the Invitation for Bids. Withdrawal due to error in bid shall be permitted in accord with Section 9 of the Instructions to Bidders and § 2.2-4330, Code of Virginia. The Owner reserves the right to reject any or all bids.

A Pre-bid Conference will be held on March 16, 2020, at 11:00A.M, in Conference Room 513, McCarthy Hall, Dabney S. Lancaster Community College. Attendance shall be optional for those submitting a bid.

**The contract shall be awarded on a lump sum basis as follows: the Total Base Bid Amount including any properly submitted and received bid modifications plus** such successive Additive Bid Items as the Owner in its discretion decides to award in the manner set forth in Paragraph 12 of the Instructions to Bidders. **'Notice of Award' or 'Notice of Intent to Award' will be posted on eVA, Virginia Department of General Services' central electronic procurement website, at <https://eva.virginia.gov>.**

Contractor registration is required in accordance with Section 54.1-1103 of the Code of Virginia. See the Invitation for Bids for additional qualification requirements.

| All executive branch agencies are directed to advance Executive Order 35 dated July 3, 2019.

The Invitation to Bid for the above project, including drawings and specifications containing the information necessary for bidding, may be obtained starting February 20, 2020. Plans and the Project Manual may be downloaded from the Moseley Architects website upon request at [www.moseleyprojects.com](http://www.moseleyprojects.com). Drawings are in 30x42 format and specifications are in letter size format. They will also be available for inspection at the following locations:

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Moseley Architects  
780 Lynnhaven Parkway, Suite 200  
Virginia Beach, Virginia 23452

VCCS Facilities Management Services  
300 Arboretum Place, Suite 200  
Richmond, VA 23236

Owner: Commonwealth of Virginia  
State Board for Community  
Colleges

END OF INVITATION FOR BID

### **Vendor eVA Registration Requirements**

**eVA Vendor Registration:** The eVA Internet electronic procurement solution (<http://eVA.virginia.gov>) streamlines and automates government purchasing activities for the Commonwealth. The eVA portal is the gateway for vendors to conduct business with state agencies and public bodies. All vendors desiring to provide construction and/or professional services to the Commonwealth shall participate in the eVA electronic procurement solution. All bidders or offerors must register in eVA; failure to register will result in their bid/proposal being rejected. There are no fees to register, however, transaction fees apply as follows:

The Vendor Transaction Fee shall be:

- (i) DSBSD-certified Small Businesses: 1%, capped at \$500 per order.
- (ii) Businesses that are not DSBSD-certified Small Businesses: 1%, capped at \$1,500 per order.

**eVA Contracts and Orders:** The solicitation/contract will result in one (1) purchase order(s) with the eVA transaction fee specified below assessed for each order.

The Vendor Transaction Fee shall be:

- (i) DSBSD-certified Small Businesses: 1%, capped at \$500 per order.
- (ii) Businesses that are not DSBSD-certified Small Businesses: 1%, capped at \$1,500 per order.

The eVA transaction fee will be assessed approximately 30 days after each purchase order is issued. Any adjustments (increases/decreases) will be handled through eVA change orders.

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The eVA transaction fees listed above are per the eVA Fee Schedule, revised 7/1/2014. Please refer to the eVA website for subsequent fee revisions.

DSBSD is the Virginia Department of Small Business and Supplier Diversity, a new department which went into effect 1/1/2014. The operations of the former Department of Minority Business Enterprise (DMBE) are currently being transitioned into DSBSD. Until such time as the transition is complete, consider “DSBSD-certified” and “DMBE-certified” to be equivalent terms.