

INVITATION TO BID

Bid Request No. _____

Sealed bids for construction of the **Prince Edward Elementary School Mobile Classroom Complex**, will be received in person, via regular mail by U.S. Postal Service, or via special courier service at **Prince Edward County School Board Offices at 35 Eagle Drive Farmville, VA 23901**, until but no later than **4:30:00 P.M.**, local prevailing time, **April 23, 2024**, and then publicly opened and read immediately thereafter.

Bids received after the announced time and date for submittal, whether by mail or otherwise, will be rejected. Bidders are responsible for ensuring their Bid is received before the deadline indicated. Bids submitted by telephone, text message, email, or facsimile shall not be accepted.

The Work generally consists of site preparation for the installation of mobile classroom units. The Work includes, but is not limited to, the following: the removal and partial salvage of site furnishings and elements, partial removal of asphalt and concrete drives and sidewalks, installation of new cast-in-place concrete, trenching for and installation of electrical and plumbing utility lines, and installation of a temporary covered walkway.

Procurement and installation of mobile classroom and toilet units is being performed under a separate contract. The installation of these units shall occur concurrently with the work of this Project and the Contractor shall coordinate with mobile unit installer.

A **non-mandatory** pre-bid conference will be held at **4:30pm**, on **April 10, 2024**, at **Prince Edward Elementary School at 35 Eagle Drive Farmville, VA 23901**. Pre-bid questions will not be answered at the pre-bid conference; submit questions via the process below to allow for record-keeping.

Beginning March 21, 2024, Bidders may obtain electronic PDF copies of the Project Manual and Contract Drawings at no charge through the Architect's website at www.moseleyarchitects.com, click on "Bidding" at the top of the page. For the Architect to maintain an accurate list of General Contractors who intend to submit a bid (plan-holder list), each General Contractor who intends to submit a bid shall register as a plan holder by sending an email to Allie Teets: ateets@moseleyarchitects.com with all the following information:

Project Name:			
General Contractor Company Name:			
Contact Name:			
Email Address:			
Physical Address:			
Mailing Address:			
Telephone Number:		Fax Number:	

Only Bidders or entities who obtain Bid Documents through Moseley Architects via the electronic process above will be considered Planholders. Only Planholders will be notified of Addenda.

All questions about the meaning or intent of the Bid Documents or Contract Documents shall be submitted to the Architect, via the "Submit Question" link on the Bidding page. To receive consideration, written requests for clarification shall reach the Architect by **2:00PM** on **April 15, 2024**. Any changes made to the written requirements of the Bid Documents shall be made by written Addendum only.

Refer to the Instructions to Bidders for bidding procedures and requirements.

END OF INVITATION TO BID