

# KANAWHA COUNTY COMMISSION

P. O. BOX 3627  
407 VIRGINIA STREET, EAST  
CHARLESTON, WEST VIRGINIA 25336  
(304) 357-0117

## Request for Bids

Re: Replace Wooden Bleachers at Elkview Middle School Football Field

Date: July 1, 2002

Fiscal Year: 2002-03

**Bid Opening:** Bids must be received on or before Friday, July 19, 2002, at 11:00 a.m. in the Kanawha County Commission Purchasing Office, 407 Virginia Street, East, Third Floor, Room 229, Charleston, WV 25301 (P.O. Box 3627, Charleston, WV 25336)

### INSTRUCTIONS TO BIDDERS:

#### **\*THIS FORM MUST BE THE COVER SHEET FOR YOUR BID**

1. Bids must be received in a sealed envelope with the date and time of the bid opening on the outside of the envelope. Faxed bids will not be accepted.
2. Unsigned bids will not be accepted.
3. Bid must be F.O.B. Delivery Point, unless otherwise indicated in proposal.
4. All bids should be in ink, showing all facts and the total amount of the bid.
5. The County reserves the right to accept or reject in part or in whole any bid submitted, whichever is in the best interest of the County.

Item No.	Description	Amount
1	Replace Wooden Bleachers at Elkview Middle School Football Field per the Attached Specifications	\$

Vendor Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

\_\_\_\_\_

### **\*\*\*ATTENTION VENDORS\*\*\***

Have you registered for the Kanawha County Commission Automatic Vendor E-Mail Notification System for bid specifications?  
Register by visiting our website @ [www.kanawhacounty.com/purchasing/alerts](http://www.kanawhacounty.com/purchasing/alerts).

## **SPECIFICATIONS**

**COUNTY COMMISSION OF KANAWHA COUNTY**

## CHARLESTON, WEST VIRGINIA

**ITEM:** Replace Wooden Bleachers at Elkview Middle School Football Field

**LOCATION:** Kanawha County Commission  
409 Virginia Street, East  
Charleston, WV 25301

<b>CONTACT:</b>	Jerie Whitehead	Eddie Gray
	Purchasing Director	Head Coach
	Kanawha County Commission	Elkview Football
	407 Virginia St., East	5090 Elk River Road, North
	P.O. Box 3627	Elkview, WV 25071
	Charleston, WV 25336	Telephone (304) 965-7091
	Telephone (304) 357-0115	

**BID OPENING:** Bids must be received in a sealed envelope, with the date and time of the bid opening on the outside of the envelope, on or before Friday, July 19, 2002, at 11:00 a.m., in the Kanawha County Commission Purchasing Office, 407 Virginia Street, East, Third Floor, Room 229, Charleston, West Virginia 25301 (P.O. Box 3627, Charleston, WV 25336). *Faxed bids will not be accepted.*

**SPECIFICATIONS:** The following specifications are intended to describe the replacement of the wooden bleachers for the Elkview Middle School Football Field and the details contained in these specifications are not designed to exclude any vendor from bidding, but are offered as a means of describing the needs of the Kanawha County Commission. Where brand names may be used, the words Aor equal@ are assumed to follow. All specifications are minimum requirements.

1. Remove all existing wooden bleacher seats on both the home and visitor= side of the football field.
2. Installation of new treated lumber seats using new carriage bolts and nuts to secure seating.
3. Disposal of old boards, carriage bolts and nuts from the property.

### **TERMS & CONDITIONS:**

**Real Estate and Personal Property Taxes:** A No bid will be accepted or opened on any County contract if the vendor is listed on the last published list of delinquent real or personal property taxes in Kanawha County; however, the Commission will accept bids by vendors who provide satisfactory proof of payment of current taxes or a certification from the Sheriff that no taxes are due prior to submission of said bid.@

**Required Forms:** Vendor shall complete and submit, or have on file with the County, a Vendor Registration and Disclosure Statement Form. A registration form is being supplied for your convenience.

**Rejection of Bids:** The Kanawha County Commission reserves the right to reject any and/or all bids and to waive any informalities in bidding.