

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 25, 2002

Fiscal Year: 2002-03

Bid Opening: Bids must be received on or before Friday, August 2, 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	\$
2	Date for Completion of Work _____	

Vendor Name: _____
Address: _____

Signature: _____
Date: _____
Telephone: _____

ATTENTION VENDORS

Have you registered for the Kanawha County Commission Automatic Vendor EMail Notification System for bid specifications?
Register by visiting our website @ 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

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

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, August 2, 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 "or equal" are assumed to follow. All specifications are minimum requirements.

1. Remove all existing wooden bleacher seats on both the home and visitor=s side of the football field.
2. Installation of new treated lumber seats using new carriage bolts and nuts to secure seating.
3. Removal from the property and proper disposal of old boards, carriage bolts and nuts.
4. All labor is to be paid at the current State of West Virginia Prevailing Wage Rates which may be obtained at www.wvsos.com/csr (click on services icon for 2002 wage rates).
5. Installation needs to be completed before August 12, 2002. Please state date for completion.
6. 5% Bid bond is to be submitted with bid in the form of a Bid Bond or Cashier's Check
7. A 100% Performance Bond and a 100% Payment Bond are required by successful bidder.
8. All Workers Compensation and Unemployment premiums of successful bidder are required to be current.

9. A one million dollar per occurrence commercial, general liability insurance policy is to be in effect for successful bidder.

TERMS & CONDITIONS:

Real Estate and Personal Property Taxes: “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.