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## INVITATION FOR BID

*Agency Name:*

***BLUE RIDGE SOIL & WATER CONSERVATION DISTRICT  
1297 STATE STREET  
ROCKY MOUNT, VIRGINIA 24151***

*Project Name & Location:*

***Annual Mowing Blue Ridge SWCD Flood Control Structures  
Franklin & Henry Counties***

**PROJECT CODE NO: 2020WSM**

*Engineers of Record:*

***DEPARTMENT OF CONSERVATION & RECREATION  
DAM SAFETY DIVISION  
203 GOVERNOR STREET, SUITE 206  
RICHMOND, VIRGINIA 23219***

**DATE: March 5, 2019**

## NOTICE OF INVITATION FOR BIDS

**Sealed bids are invited for:** Mowing dams, abutments, emergency spillways and associated areas of 10 Flood Control structures in Franklin & Henry Counties. A detailed bid package is available, call Blue Ridge Soil & Water Conservation District 540-483-5341 ext. 117. A mandatory pre-bid site visit of the dams is scheduled for March 12, 2019. Bid deadline April 1, 2019.



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**INVITATION FOR BID FOR:**

**Mowing/Maintenance of 10 Flood Control Structures  
Franklin & Henry Counties**

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**BID FORM**

DATE: March 5, 2019

PROJECT: **Annual Mowing/Maintenance BRWCD Flood Control Structures, Franklin & Henry Counties**

Project Code: **2020WSM**

To: **Blue Ridge Soil & Water Conservation District  
1297 State Street  
Rocky Mount, VA 24151**

**Scope of Work**

**Mowing (Semi-annual mowing – spring and fall 2020)**

The Blue Ridge Soil & Water Conservation District will be accepting bids through Monday, April 1, 2019 until close of business (4:30 pm) for semi-annual mowing starting in 2020. A total of ten watershed dams are in need of mowing (eight located in Henry County, VA and two located in Franklin County, VA). Nine out of the ten watershed dams are earthen. One watershed dam has an RCC (Roller Compacted Concrete- Marrowbone#1- 089008) spillway. The average slope of each watershed dam is 2.5h: 1v. Area of mowing and removal of small woody vegetation shall include all of the earth fill portion of the dam, 25' from the earth fill portion of the dam, and the bottom and side slopes of the spillway up to the height of the top of the dam. Each watershed dam shall be mowed once on or before June 15, 2020 but not before May 1, 2020 (spring mowing) and September 30, 2020 but not before August 1, 2020 (fall mowing) for each of the years of the contract and unless approval is extended in writing by the Blue Ridge SWCD Board of Directors. A nominal 4.0" (inches) specified grass height is required. All woody vegetation shall be removed to less than 1" (inch) from the ground and any living vegetation present in fence lines or concrete structures shall be removed. As part of the mowing process, debris present on risers and on the shoreline of the dam and/or emergency spillway needs to be removed from the site.

For: Upper Blackwater #4, Upper Blackwater #6, Leatherwood (LW) #2A, LW #3, LW #4, LW #5, Marrowbone, Horse Pasture #1C and Horse Pasture #2. Remove briars, saplings and shrubs from the outfall area of LW #6 (Laurel Park) – landowner performs mowing.

**For All Bids**

Flag and inform Owner of rodent holes or burrows on dams, emergency spillway and other associated areas of dams discovered during maintenance.

Do not destroy or damage the wooden posts (staff gauges) located in the emergency spillways of the dams.

Contractor will be awarded a three (3) years contract. The Owner reserves the right to cancel the contract at the end of each performance year. Subsequent years may vary slightly depending on conditions of the dams, and adjustments in costs will be negotiable.

Do not attempt to service dams and create ruts or otherwise damage the grounds when conditions are wet. If damage occurs by contractor servicing dams under wet conditions, contractor will be liable for damages.

**Bid Requirements**

All bidders shall use the attached Bid Form (pages 8-10) for submitting their bid proposal. All bidders shall sign and submit certification of Insurance Requirements as outlined bellow. References and qualifications may be requested during the review of the proposals. The successful bidder shall comply with all applicable State and Federal regulations, including safety, while work on Owner property.

**Pre-Bid Site Visit**

A mandatory site visit to several of the dams (not all of them) is scheduled for Tuesday, March 12<sup>th</sup> at 9:00 am. The tour will leave from the District office located at 1297 State Street, Rocky Mount, VA 24151. Plan 5-6 hours for the tour. Acreage and other information will be available for dams not visited. Potential bidders wishing to see all dams will be able to make arrangements with Blue Ridge SWCD.

**Erosion and Sediment Control**

The contractor shall comply with all local, state, and federal regulations regarding erosion and sediment control. Reference: Virginia Erosion and Sediment Control Handbook

**Notification**

The contractor shall notify the Owner at least 1 week prior to the start of mowing to allow for owner notification and inspection scheduling.

**Insurance Requirement**

Prior to beginning work, the contractor must furnish Certificates of General Liability, Vehicle Liability and Workman's Compensation Insurance in amounts not less than \$500,000, \$500,000 and \$100,000 respectively to the Owner. All insurance coverages shall be written by companies licensed to do business in Virginia and shall be administered by a Virginia registered agent. Proof of insurance must include dams listed as an insured construction item. The contractor will maintain these coverages during the entire term of the contract.

Hold Harmless: The contractor agrees to hold the Owner harmless and exonerate the Owner from any and all liability for injury or damage to persons or property caused by the negligence or willful misconduct of contractor, its agents, employees, or subcontractors in carrying out its duties. This indemnification shall apply to any costs incurred by the Owner, including reasonable attorney's fees, in defense of such actions.

**Negotiation of Bid**

The Owner reserves the right to accept or reject any or all bids submitted.

**Negotiation with Low Bidder**

The Owner reserves the right to negotiate options with the lowest responsive/responsible bidder.

**Submission of Bid**

Sealed bids shall be submitted on the attached bid submission form to the Blue Ridge Soil & Water Conservation District. Bids can be mailed to Blue Ridge SWCD, 1297 State Street, Rocky Mount VA 24151. All Bids should be marked on the outside of the envelope with the letters “Bid” so as to avoid its possible opening with regular mail. Bids will be rejected if not on the attached form.

**Opening of Bid**

The bids will be opened on Thursday, April 4<sup>th</sup> 10:00 am at Blue Ridge Soil & Water Conservation District office. The successful bidder will be notified on Monday, April 8, 2019. In the event of bad weather that closes the Blue Ridge SWCD office, the bids will be opened the next business day.

If notice of acceptance of this bid is given to the undersigned within 10 business 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 (Commonwealth of Virginia Contract Between Owner and Contractor, Form CO-9) within 10 business 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.

**Timeline**

The undersigned understands that time is of the essence and agrees that the time for work to be completed is outlined per Bid Item. If conditions are too wet, request an extension. Do not attempt to service dams and create ruts or otherwise damage the grounds when conditions are wet. If damage occurs by contractor mowing under wet conditions, contractor will be liable for damages.

**Payment Time**

A bill representing the contract price must be submitted. The owner will inspect within 1 week after work has been completed. Payment will be made within 30 days after inspection. Contract documents will include a W-9 form that must be received before payment is made.

**Fair Employment Practices**

The bidder will not discriminate against any employee or applicant for employment because of race, religion, color, sex, or national origin. The proposer agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth this nondiscrimination clause. The bidder, in all solicitations or advertisements for employees placed because of this proposal, will state that such bidder is an equal opportunity employer.

**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).

**Modification of Bid**

Either the undersigned or one of the following individuals, if any, is authorized to modify this bid prior to the deadline for receipt of bids by writing the modification and signing his name on the face of the bid, on the envelope in which it is enclosed, on a separate document, or on a document which is telefaxed to the Owner or by sending the Owner a telegraphic message.

**Nondiscrimination Statement**

In accordance with the Code of Virginia, this public body does not discriminate against faith based organizations or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

**Directions to Dam Sites**

A map with directions to sites and an estimated total acreage of each dam is included as part of the bid package. Please note that if a potential bidder would like to visit the dams other than during the pre-bid mandatory site visit, you will need to inform Blue Ridge SWCD. The dams are private property, not property of the Blue Ridge SWCD.

**BID SUBMISSION FORM**  
Annual Mowing/Maintenance BRWCD Flood Control Structures

**Issue Date:** March 5, 2019

**Title:** Annual Mowing/Maintenance BRWCD Flood Control Structures, Franklin and Henry Counties

**Issuing Agency:** Blue Ridge Soil & Water Conservation District

**Completion Date:** Semi-annual mowing/maintenance will be completed on or before June 15, 2020 (spring mowing) but not before May 1, 2020 and September 30<sup>th</sup> (fall mowing) but not before August 1, 2020 for each of the years of the contract.

**Sealed Bids will be received until close of business (4:30 pm) on Monday, April 1, 2019 at the Blue Ridge Soil & Water Conservation District office.**

**All inquiries for information should be directed to: Kathy B. Smith, Phone (540) 483-5341 ext. 117, Ksmith@brswcd.org.**

**Submission of Bid (mail or hand deliver) to:**

**Blue Ridge Soil & Water Conservation District, 1297 State Street, Rocky Mount, VA 24151**

**Pre-Bid Mandatory Site visit:** There will be a tour of several dams starting 9:00 a.m. Tuesday, March 12, 2019. Please meet at the Blue Ridge SWCD office at 8:45 a.m. Plan 5-6 hours for the tour. Carpooling will be encouraged.

***Bids will be rated on the following criteria:***

- 1. Cost***
- 2. Ability to complete the contract in the specified time.***
- 3. Experience of contractor to perform the task.***
- 4. Bidder meeting all bid requirements and providing all submittals.***

**Business Name** \_\_\_\_\_

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

**Phone:** \_\_\_\_\_



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 Scope of Work for these projects for the consideration of the following amounts.

**CONTRACT BID:**

**Mowing/Maintenance (watersheds)**

Lump sum price to perform mowing dams and vegetation removal performed in accordance with the specifications. (Semi-annual mowing)

**Total Lump Sum from page 10: \$** \_\_\_\_\_

*Attended a Pre-Bid Site Visit on (yes/no):* \_\_\_\_\_

*Name of individual(s) who attended:*

\_\_\_\_\_

I certify that the firm name given below is the true and complete name of the bidder and that 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 \_\_\_\_\_

Specialty \_\_\_\_\_

Valid until \_\_\_\_\_

By \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Typed Name)

FEIN/SSN: \_\_\_\_\_

If Partnership (List Partners' Names)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Title \_\_\_\_\_

If Corporation, affix Corporate Seal &  
list State of Incorporation

State: \_\_\_\_\_  
(Affix Seal)

Business Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone # \_\_\_\_\_

FAX # \_\_\_\_\_

Email \_\_\_\_\_

<b>Dam Name</b>	<b>Lake Name</b>	<b>LAT/LONG Top of Dam</b>	<b>911 Address located nearest to dam</b>	<b>Approximate Acreage of mowed areas – Dams &amp; Emergency Spillways</b>	<b>Enter Bid Amount for each dam</b>
UBW #4 (067002) Attachment A	Dillon	Lat: 37.0772 Long: -80.0365	2975 Dugspur Road, Callaway, VA 24067	10.5	\$
UBW #6 (067001) Attachment B	Bowman	Lat: 37.0359 Long: -80.0262	198 Three Bowman's Lane, Rocky Mount, VA 24151	8.9	\$
LW #2A (089005) Attachment C	Walker	Lat: 36.738969 Long: -79.809282	2346 Green Hill Drive, Martinsville, VA 24112	4.6	\$
LW #3 (089004) Attachment D	Finney	Lat: 36.7398 Long: -79.7721	5115 Chatham Road, Martinsville VA 24112	5.6	\$
LW #4 (089006) Attachment E	Barrow Brothers	Lat: 36.741440 Long: -79.762045	299-101 Al-Dana Road, Martinsville, VA 24112	3.7	\$
LW #5 (089002) Attachment F	Lawrence	Lat: 36.731949 Long: -79.723742	1030 Lawrence Drive Martinsville, VA 24112	6.8	\$
LW #6 (089007) Attachment G	Laurel Park	Lat: 36.693853 Long: -79.796096	1005 Lakewood Trail Martinsville, VA 24112	Not required to mow .5	\$
Marrowbone (089008) Attachment H	Clanton #1	Lat: 36.570251 Long: -79.903084	1523 Bourne Road Ridgeway, VA 24148	3.3	\$
HP #1C (089012) Attachment I	Stanley	Lat: 36.6657 Long: -80.0123	3611 Spencer Preston Road, Martinsville, VA 24112	17.2	\$
HP #2 (089009) Attachment J	Seale's	Lat: 36.6603 Long: -80.0274	1710 Skyview Trail, Martinsville, VA 24112	3.8	\$

**Total Lump Sum: \$**