

SECTION A-1

INVITATION TO BID

Re: Seneca Park Phase 1 Water & Sewer
Campbell County Utilities and Service Authority (Owner)

1. The Campbell County Utilities and Service Authority will receive sealed bids for the furnishing of all labor, materials and equipment, and the performing of all work for the above referenced project. Work includes the installation of approximately 2,700 lf of gravity sewer and 920 lf of water line, and other appurtenances. The project includes associated erosion and sediment control measures necessary to construct the project.

All Bids shall be submitted as hard copies to the CCUSA office. Bids will be received until **2:00 p.m. on December 16, 2025** at the Office of the Authority, 20644 Timberlake Road, Lynchburg, Virginia, 24502. In addition, sealed bids can be received electronically through eVA but a hard copy of the bid must be submitted as well. Bids should be submitted as a **PDF** electronically through eVA's procurement portal. This portal allows you access to view business opportunities and submit bids and proposals digitally and securely. Proposals must be submitted electronically at: <https://eva.virginia.gov/>. Attachments must be smaller than 10MB in order to be received by eVA. If Working papers are submitted, they should be a separate PDF and labeled clearly. Bids will be publicly opened and read aloud at the following times:

-Seneca Park Phase 1 Water & Sewer: **2:00 pm Tuesday, December 16, 2025**

Bids are to be submitted, single copy, on the bid form, in a sealed envelope clearly marked "Bid on Project Seneca Park Phase 1 Water & Sewer"

2. Title 54.1, Chapter 11, Section 54.1-1112, Code of Virginia requires bidders to show evidence of a certificate of registration before a bid may be received and considered. In compliance with this requirement, the bidder shall place on the outside of the envelope containing its bid the following notation: "Registered Virginia Contractor No. _____," the bidder's name, and business address.
3. Bids must be accompanied by a Cashier's Check or acceptable Bid Bond for not less than 5 percent of the bid, made payable to the Campbell County Utilities and Service Authority.
4. Contract Documents may be obtained from the office of Hurt & Proffitt, Inc., 2524 Langhorne Road, Lynchburg, VA 24501 (telephone 434-847-7796) upon non-refundable payment of \$200.00 per set by check or money order. A complete set of documents for the Project may be downloaded free of charge from <http://www.handp.com/>. Project documents may also be downloaded at the CCUSA website at <https://www.ccusa-water.com/> in addition to the H&P website and eVA. Include complete street mailing address with zip code, telephone and fax number with area code, and contractor's license number, if applicable. No partial sets will be distributed. The contact person for the project with Hurt & Proffitt is Chad Hodges, PE. Documents may be viewed at the following locations:

- 1) Campbell County Utilities and Service Authority Office located at 20644 Timberlake Road, Lynchburg, Virginia, 24502
- 2) Hurt & Proffitt, Inc., Inc., 2524 Langhorne Rd., Lynchburg, VA, 24501.
- 3) McGraw-Hill Construction/Dodge, 18 Almond Circle, Blue Ridge, VA 24064.
- 4) Valley Construction News, 356 West Campbell Ave., Roanoke, VA, 24016

5. Should a bidder find it necessary to receive clarifications concerning the Contract Documents, or should the bidder be in doubt as to the meaning thereof, the bidder should at once notify the Engineer. Any interpretation of the Contract Documents shall be made only by addenda. Addenda will be delivered to bidders prior to bid opening. The Owner will not be responsible for any other explanation of the Contract Documents.
6. All blank spaces on the bid form must be filled in, in ink or typewritten, and must be fully completed.

For unit price contracts, the product of each unit price and the bid quantity shall govern in evaluating bids received. The summary of all total item prices is included in the schedule of prices for the purpose of convenience only in announcing an apparent low bidder at the time of opening and has no meaning otherwise. All bids are subject to review and checking for completeness and accuracy by the Owner or its agents.
7. Bid award shall be made to the lowest responsive and responsible bidder. Whenever such low bid exceeds available funds, the Owner reserves the right to negotiate with the lowest responsive and responsible bidder in order to obtain a contract price within funds available. Negotiations with the lowest bidder may include modifications to the bid price and changes in the scope of work as outlined by the technical specifications and the Drawings.
8. The Owner reserves the right to reject any and all bids and to waive any informality so designated by the Code of Virginia in bids received.
9. The Owner will act on bona fide bids within 60 days after the opening of all bids and a bidder may not withdraw his bid within this period except as indicated below. However, in the event of unintentional arithmetic or similar mistake made directly in the compilation of the bid, the bidder may withdraw its bid in accordance with Title 2.2, Chapter 43, Section 2.2-4330(A) of the Code of Virginia. By the giving of this written notice for the causes cited, the bidder may withdraw its bid within 2 business days after the conclusion of the bid opening procedure.
10. The bidders business practices shall conform to Title 2.2, Chapter 43, Section 2.2-4311, prohibition of employment discrimination and Section 2.2-4312, provision of a drug free work place, as described by the Code of Virginia and further detailed in the Standard Form of Agreement.
11. A mandatory Pre Bid conference will be held at the Office of the Authority at 11:00 am on December 8, 2025.
12. **Bidder must comply with the following: the President's Executive Order #11246 prohibiting discrimination in employment regarding race, color, creed, sex, or national origin; the President's Executive Orders #12138 and 11625 regarding utilization of MBE/WBE firms; and the Civil Rights Act of 1964. MBE/WBE firms are encouraged to submit bids. Bidders must provide certification that they do not or will not maintain or provide for their employees facilities that are segregated based on race, color, creed, or national origin. Bidders must comply with the President's Executive Order 13658 regarding minimum wages on federal funded construction contracts.**

Campbell County Utilities and Service Authority