



Chesterfield County, Virginia

Purchasing Department

9901 Lori Road – P.O. Box 51 – Chesterfield, VA 23832-0001

Phone: (804) 748-1617 – Fax: (804) 717-6378 – Internet: chesterfield.gov

NOTICE TO BIDDERS

February 13, 2013

Sealed Bids on behalf of Chesterfield County, Virginia, will be received in the Purchasing Department, 9901 Lori Road, Lane B. Ramsey Building, Room 303, Chesterfield, Virginia 23832-0001, until but no later than **2:00 p.m.** local time prevailing, **March 19, 2013** and then publicly opened and read immediately thereafter for the following:

Invitation for Bid #13- 0703 for Security Upgrades to the IST Building

Scope of Work: The primary scope of this Project is to install security upgrades to the County's IST Building. The scope of work includes, but is not limited to, installation of: replacement of existing (and installation of new) CCTV cameras; replacement of existing (and installation of new) card readers (and related new control panels); installation of new duress alarms (and related control panels, annunciator panels and strobes); changes to door hardware at selected existing doors. The existing OnSSI capacity is sufficient to accommodate the scope of this Project and no upgrades are required. The required OnSSI licenses for the added cameras, including the one year license upgrade and all programming for these two new cameras will be provided direct by the Owner. The intended end result of this Project when complete, is fully functional, fully programmable, integrated Security Management Systems.

PRE-BID CONFERENCE - MANDATORY

A **mandatory** pre-bid conference will be held on **Tuesday, February 26, 2013** at **10:00 A.M.**

The conference will be held at: **IST Building, 6730 Public Safety Way, Chesterfield, VA 23832**

Attendance at this pre-bid conference is mandatory in order for your bid to be considered for award.

Copies of Invitation for Bid documents and addenda may be obtained by:

1. The specifications and drawings, prepared by Crabtree, Rohrbaugh & Associates Architects, 401 East Winding Hill Road, Mechanicsburg, PA 17055, consisting of 1 Project Manual of specifications and 22 drawings, are not downloadable.
2. Submitting a request to: BIZPORT, 9 North Third Street, Richmond, VA 23219 Attn: Allen Whiteheart awhiteheart@bizport.biz (804) 780-1060 for a non-refundable fee of Twenty Five Dollars (\$25.00). Only complete sets will be issued.

Submitting a request and deposit of Forty Five Dollars (\$45.00) per set, by check only.

Provide the deposit amount in 2 checks made payable to: Treasurer, Chesterfield County.

Twenty Five Dollars (\$25.00) per set for shipping and handling (non-refundable) fee and a second check in the amount of Twenty Dollars (\$20.00).

Request and deposit must be received at least four days prior to receiving documents. Documents will not be distributed until deposit is received. General Contractors may obtain a limit of two (2) set(s) by refundable deposit; others may obtain one (1) set by refundable deposit. Additional sets must be purchased (no refund).

For return of deposit; bid documents (including any addenda) must be returned to: BIZPORT, 9 North Third Street, Richmond, VA 23219 Attn: Allen Whiteheart awhiteheart@bizport.biz (804) 780-1060 within ten (10) days from receipt of bids, intact and in good condition. Failure to comply with the above conditions or returning documents that are unbound or rebound out-of-order will result in forfeiture of the deposit. Upon return of the documents (including addenda, if any), prepaid, in good condition, free from markings thereon, within ten (10) days from receipt of bids, refund of deposits will be made less Twenty Five Dollars (\$25.00) per set for handling.

Public Inspection of Invitation for Bid Documents will be available at the following locations:

1. MHC/BIZPORT, 9 North Third Street, Richmond, VA 23219
2. Builders' Exchange Association of Virginia, 3207 Hermitage Road, Richmond, VA 23227
3. Valley Construction News, 426 W. Campbell Avenue, S.W., Roanoke, VA 24016
4. Central Virginia Business and Construction Association, 3004 1st Avenue, Richmond, VA 23222
5. Greater Virginia Contractor's Association, 2406 Chamberlayne Avenue, Richmond, VA 23222
6. ARC Richmond, 1400 North Boulevard, Richmond, VA 23230
7. iSqFt, c/o A & E Reprographics, 100 Aragona Boulevard, Suite 103, Virginia Beach, VA 23462

Prepared By__

Lorie W. Newton, CPPB
Senior Contract Officer