



VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY
PROCUREMENT DEPARTMENT

ADDENDUM NO. 1

DATE: 10/14/2024
TO: All Offerors
FROM: Doug Broyles, Contracting Officer
TOTAL PAGE(S): 1 page (not including attachments)
SOLICITATION TITLE: Derring Hall Geosciences Renovation – Floors 2 Through 4
SOLICITATION NUMBER: 620112412

I. CLARIFICATIONS AND ADDITIONAL INFORMATION

Due to travel and scheduling impacts expected on Campus surrounding the Thursday, October 17th football game, the Optional On-Site Pre-Bid Conference is being moved to **Friday, October 18th at 2 PM**. An updated Notice of Invitation to Bid with the corrected day/time is attached here for reference as **Exhibit A**.

II. REQUESTS FOR INFORMATION

Q: Will you be providing a Specifications document?

Answer: The Specifications are contained within the Drawing set PDF attachment available on eVA and in the Sourcing Module.

EXHIBIT A
UPDATED NOTICE OF INVITATION TO BID

**NOTICE OF INVITATION FOR BIDS – IFB #620112412
Virginia Tech Derring Hall Geosciences Renovation Floors 2 Through 4
Blacksburg, VA**

Sealed bids are invited for the construction of the Derring Hall Geosciences Renovation Floors 2 Through 4 at Virginia Polytechnic Institute & State University (“Virginia Tech”) located in Blacksburg, VA.

The project is generally described as: The renovation of portions of floors 2, 3, and 4 in Derring Hall, for the Geosciences Department including new offices and lab spaces.

Sealed bids will be received electronically through Virginia Tech’s electronic procurement submission website:

PROPOSAL SUBMISSION:

***Please note, proposal submission procedures have changed effective
March 2023.**

Proposals may NOT be hand delivered to the Procurement Office.

Proposals should be submitted electronically through Virginia Tech’s procurement portal. This portal allows you access to view business opportunities and submit bids and proposals to Virginia Tech digitally and securely.

Proposals must be submitted electronically at:

<https://bids.scquest.com/apps/Router/PublicEvent?CustomerOrg=VATech>

Vendors will need to register through this procurement portal, hosted by Jaggaer. It is encouraged for all vendors to register prior to the proposal submission deadline to avoid late submissions. Registration is easy and free. If you have any challenges with the registration process, please contact Jaggaer Support at 1-800-233-1121 or procurement@vt.edu.

Click on the opportunity and log in to your vendor account to begin preparing your submission. Upon completion, you will receive a submission receipt email confirmation. Virginia Tech will not confirm receipt of proposals. It is the responsibility of the offeror to make sure their proposal is delivered on time.

Hard copy or email proposals will not be accepted. Late proposals will not be accepted, nor will additional time be granted to any individual Vendor.

Attachments must be smaller than 50MB in order to be received by the University.

The deadline for submitting bids is 2:00PM on November 12, 2024, as determined by the electronic procurement site. Bids will be opened publicly and read aloud beginning at 2:00PM on November 13, 2024, via Zoom meeting link provided below:

Meeting Link: <https://virginiatech.zoom.us/j/86585761889>
Meeting ID: 865 8576 1889
Passcode: None
Call-In Number: (301) 715-8592

A Bid Bond is required.

eVA Vendor Registration: The bidder or offeror shall be a registered vendor in eVA. See the attached **eVA Vendor Registration Requirements**.

Procedures for submitting a bid, claiming an error, withdrawal of bids and other pertinent information are contained in the Instructions to Bidders, which is part of the Invitation for Bids. Withdrawal due to error in bid shall be permitted in accord with Section 9 of the Instructions to Bidders and § 2.2-4330, Code of Virginia. The Owner reserves the right to reject any or all bids.

Subcontracting Plans and SWaM Spend Reporting: Each prime contractor who wins an award in which a provision of a small business subcontracting plan is a condition of the award (see *Instructions to Bidder, item 17*) AND is not individually certified as a Small, Woman Owned or Minority Owned vendor through the Commonwealth of Virginia SWaM certification program (<http://www.sbsd.virginia.gov/certification-division/>) shall deliver evidence of compliance with their small business subcontracting plan each time a request for payment is submitted.

Upon completion of the contract, the contractor agrees to furnish with the final request for payment, at a minimum, the following information: name of firm with the DMBE certification number or FEIN number, phone number, total dollar amount subcontracted, category type (small, women-owned, or minority-owned), and type of product or service provided. Payment(s) may be withheld until compliance with the subcontracting spend reporting is received and confirmed. The Owner reserves the right to pursue other appropriate remedies to include, but not be limited to, termination for default.

A template for reporting subcontracting data can be found at:

<http://www.procurement.vt.edu/Vendor/vendorlink.html>

Reporting of the spend data is encouraged from both SWaM Certified and Non-SWaM Certified subcontractors to the university.

An optional pre-bid conference will be held in-person at 2:00PM on Friday, October 18, 2024. The purpose of this conference is to allow potential Offerors an opportunity to present questions and obtain clarification relative to any facet of this solicitation. To attend the pre-proposal meeting, please meet at the location below at the stated day/time:

Location: Meet in the lobby area of Derring Hall
926 W Campus Dr.
Blacksburg, VA 24060

The Deadline for Request for Information (“RFI”) shall be **2:00PM on October 31, 2024**.

The contract shall be awarded on a lump sum basis as follows: The TOTAL BASE BID AMOUNT (including any properly submitted bid modifications) on the Bid Form, and as further described. Notice of Intent to Award will be provided to the apparent low bidder and posted on eVA, Virginia Department of General Services’ central electronic procurement website, at <https://eva.virginia.gov>.

Contractor registration is required in accordance with Section 54.1-1103 of the Code of Virginia. See the Invitation for Bids for additional qualification requirements.

All executive branch agencies are directed to advance Executive Order 35, dated July 3, 2019.

Attachment: eVA Vendor Registration Requirements