



COUNTY OF FLUVANNA, VIRGINIA
Invitation for Bid (IFB) #2026-03
FLUVANNA COUNTY – SHERIFF’S OFFICE FENCING PROJECT
Issue Date: August 10, 2026
Due Date: October 1, 2026 at 2 p.m. EST

Procurement & Technical Contact:

County of Fluvanna
Victoria Melton, Finance Director
132 Main Street
P.O. Box 540
Palmyra, VA 22963
Ph: (434) 591-1930
Email: vmelton@fluvanna.gov

All sealed bids shall be turned in no later than October 1, 2026, at 2:00 p.m. EST.

- Bids shall be submitted by either a sealed envelope, plainly marked “Sheriff’s Office Fencing Project” and/or uploaded electronically to eVA, Virginia’s eProcurement Marketplace www.eva.virginia.gov (“eVA”).
- Electronic Bids will only be accepted by uploading documents to eVA Virginia’s Marketplace [eVA - Virginia's eProcurement Marketplace - eVA](#)
- All Bids that are delivered via mail or are hand delivered must be addressed to the “Procurement Contact” listed above.
- Any Bids sent in via facsimile, telephone, or email shall not be considered.
- Any Bids that are turned in late will be rejected and returned unopened.
- Bid documents can be downloaded by clicking on the following link: [Bids and RFPs | Fluvanna County Virginia](#).

1 GENERAL INFORMATION

- 1.1** By this Invitation for Bids ("IFB"), the Fluvanna County Board of Supervisors (hereinafter the "County") is seeking competitive sealed bids from qualified licensed contractors (herein referred to interchangeably as "Contractor" or "Bidder") to establish a firm fixed price contract with Contractor to furnish, deliver, supply and install all necessary labor and materials associated with the installation of a decorative metal and chain link fence including gates at the Sheriff's Office ("Fence Installation") and complete any and all necessary or appropriate associated work at the site ("Site Work") or other work in accordance with the specifications, terms and conditions stated herein. Collectively, the work on the Fence Installation, Site Work and any other work required by this IFB is referred to herein as the "Project."

2 SCOPE OF WORK:

- 2.1** The Project will be completed at the Fluvanna County Sheriff's Office located at 160 Commons Blvd., Palmyra VA 22963 ("Property"). The Contractor shall provide, furnish, deliver, supply and install all necessary or appropriate labor, services, parts, tools, materials, equipment, items and resources as may be required to complete the work on the Project (the "Scope of Work" or the "Work") in accordance with the specifications on the Picture attached hereto as (Exhibit A) and terms and conditions stated herein, which Scope of Work shall include at a minimum, but is not limited to, all of the following:

2.2 Decorative Metal Fence, Color Black (measurements are approximate)

- 2.2.1** 6' tall, 110 ft. length along, extending from side of office to entrance road.
- 2.2.2** 6' tall, 295' ft. length along roadway to rear of parking lot.
- 2.2.3** 2-1/2" galvanized black posts.
- 2.2.4** 1-1/2" x1" rails; 3 rail style.
- 2.2.5** 3/4" sq. spear pickets.
- 2.2.6** Dry pack cement all posts.
- 2.2.7** Style is shown in attached exhibit.

2.3 Chain Link Fence, Color Black (measurements are approximate)

- 2.3.1** 8' tall, 555' ft. length of fence rear of parking lot to existing chain link fence.
- 2.3.2** 8' tall, 70' ft. length fence from existing chain link fence to rear of building.
- 2.3.3** 9 gauge galvanized chain link wire with 2" mesh.
- 2.3.4** 1 5/8" top rail.
- 2.3.5** 7 gauge tension wire along the bottom.
- 2.3.6** 2" line galvanized black posts.
- 2.3.7** 2 1/2" galvanized black terminal posts.
- 2.3.8** Dry pack cement all posts.

2.4 Gates, Color Black (measurements are approximate)

- 2.4.1** Front sidewalk, 4' wide, 6' tall, decorative metal, programmable keypad lock for entry, gate to open manually once unlocked. Gate should auto-lock once it is closed.
- 2.4.2** Vehicle driveway access, 10' wide, 6' tall, decorative metal, programmable keypad access is preferred, but will consider other options provided by the Contractor. The gate would need to close automatically once vehicle passes through. Access and logging software not required.
- 2.4.3** Rear of property, 8' tall x 8' wide gate, chain link, manual operation, padlock, 9 gauge galvanized chain link wire with 2" mesh for access to well site and stormwater run-off area.
- 2.4.4** Optional – 8' tall x 3' wide, chain link, manual operation, padlock to access well water holding tank and pump between Evidence and Main buildings.

2.5 Electric:

- 2.5.1** Front sidewalk and vehicle decorative access gates will require power. Please provide needed electrical specifications.
- 2.5.2** Bidder will supply the power to the gate sites.

- 3 TIME FRAME:** The resulting Contract will have a 90 consecutive calendar day schedule for substantial completion after the date established in a written Notice to Proceed.

4 MANDATORY PRE-BID CONFERENCE:

- 4.1** A mandatory pre-bid conference will be held on August 18, 2026 at 10:00 a.m. at the Fluvanna County Sheriff's Office, 160 Commons Blvd., Palmyra, Virginia 22963.
- 4.2** At the pre-bid conference Bidders will be allowed to inspect and analyze the current environment, site, and collect further data to determine their ability to perform the work required on the Project. **The County will not have an electrician on site, and potential bidders can bring their own subcontractors that would provide electrical services.** The Bidder shall be presumed to have made a reasonable inspection of the Property and site before the time of Bid submission and shall be held responsible for all information available through such inspections; and submission of a Bid will be confirmation that the Bidder did make a site inspection and is aware of all conditions affecting performance and price(s) submitted. The County may determine in its sole discretion that a second pre-bid conference is necessary. The date and time of any such second pre-bid conference will be disclosed in an amendment to this IFB.
- 4.3** Any inquiries or requests for clarification or additional information must be emailed to Victoria Melton, Finance Director, at vmelton@fluvanna.gov no later than September 7, 2026, by 10:00 a.m. All inquiries will be answered via an addendum, posted to eVA and the County website. Should a Bidder find discrepancies in the picture and/or specifications (Exhibit A) or be in doubt as to the meaning or intent of any part thereof, the Bidder must request clarification from the County in writing by the deadline started herein. Failure to request such a clarification is a waiver of any claim by the Bidder for additional expenses because its interpretation was different than the County's interpretation.

5 CONTRACTOR REQUIREMENTS:

5.1 **Contractor Minimum Requirements:** The Contractor must meet the following performance standards:

- 5.1.1 The Contractor should have, at a minimum, a current Class "A" contractor's license as issued by the Commonwealth of Virginia Board of Contractors, Department of Professional and Occupational Regulation, and a copy of the license must be attached to the Bidder's Bid.
- 5.1.2 The Contractor shall possess the appropriate contractor's license(s) with the specific specialty services as recognized by the Virginia Board for Contractors, Department of Professional and Occupational Regulation to perform services required for the work on the Project, and copies of the license(s) must be attached to the Bidder's Bid.
- 5.1.3 The Contractor's firm should have been in business providing services similar to those requested in this solicitation for a minimum of five (5) consecutive years.
- 5.1.4 The Contractor shall be responsible for providing quality fencing and other services required for the performance of any work on the Project in accordance with best industry standards, plans, directions and instruction as provided hereunder and in any resulting Contract.
- 5.1.5 All equipment, materials and installation work provided as a part of the Project shall conform to the Virginia Uniform Statewide Building Codes, OSHA, and the specifications of this IFB.
- 5.1.6 Contractor(s) shall report any safety concerns, near misses, accidents and injuries related to the work area to the County immediately.
- 5.1.7 Contractor(s) shall warrant, replace, or repair any defective product, materials, installation or services on the Project for a minimum of one (1) year from County's acceptance of any work or services hereunder on the Project at no additional cost. County shall be deemed to have accepted services hereunder only after receipt of a proper and detailed invoice from Contractor for all of the work on the Project and payment by the County to Contractor in full on such invoice.
- 5.1.8 Contractor(s) shall respond to emergency warranty repairs within three (3) days and shall respond to routine warranty repairs within seven (7) business days.
- 5.1.9 In addition to all other warranties required hereunder, the Contractor shall transfer and assign to the County any and all warranties or similar guarantees for any materials or products provided by Contractor to the County hereunder.
- 5.1.10 Bidders must demonstrate that they have the resources and capability to provide the materials and services as described herein.
- 5.1.11 **Debarment Certification:** By signing the Pricing Page (Attachment E) contained in the IFB, Bidders are certifying that bidder is not currently debarred by any local or state government or the federal government. In their bid, Bidders shall provide documentation related to all debarments that occurred within the last ten (10) years.

5.1.12 Project Specific References: Contractor submitting a bid must demonstrate extensive successful experience in installations similar in scope to the Project and the specifications contained herein. To demonstrate this experience, provide a minimum of three (3) project references that have been completed within fifteen (15) years from the date of this IFB. Each project reference is to include the name and location of the project, project description of sufficient detail to allow determination of project size and scope, contract costs, contract schedule milestones, photographs of sufficient quality to demonstrate the scope of the project, and name, address, current phone number, and email addresses of owners.

5.1.13 All Bidders must submit the documentation/information requested in this IFB with their bid. Failure to provide any of the required documentation or information may be cause for the bid to be deemed non-responsive and/or non-responsible and rejected.

5.2 Specifications: At minimum, the Fencing Installations and Site Work for the Project must meet the following requirements:

5.2.1 Site Work is required to the extent necessary to produce a finished Project that meets or exceeds all the requirements and specifications provided in this IFB and any subsequent addenda thereto. The Contractor shall not take advantage of any obvious or apparent ambiguity, conflict, error, or omission in this IFB or the Contract. If in reviewing this IFB or after beginning work the Contractor discovers an ambiguity, conflict, error, or omission, it shall immediately notify the County and before proceeding further with the affected work. The County will then make such corrections and interpretations as may be deemed necessary for fulfilling the intent of the Contract and completing the Project as intended.

5.2.2 The Fencing Installation and all work on the Project shall be compliant with all Applicable Law, as defined in 5.8 below.

5.3 Additional requirements of Contractor:

5.3.1 On-Site Management. The Contractor shall provide on-site management and supervision of the Project during all working hours and provide daily inspections, quality control, monitoring, and daily work log for the Project. Contractor must assign a Supervisor to the Project who shall be the main point of contact for the Project.

5.3.2 Site Safety Generally and Disruptions. The Contractor shall provide a safe and efficient site, with controlled access. The Bidder acknowledges and understands that the area for the fencing installation is not open to the public. All work on the Project shall be performed so as to maximize the safety of, and to minimize disruptions to, County law enforcement, employees and citizens. All work on the Project shall be performed so as to minimize disruptions to the activities performed at the Sheriff's Office. No entrances or exits to the Property may be affected or blocked by the work on the Project. All staging and materials must be stored in a safe manner in a location(s) approved by the County in advance. Any utility disruptions (including without limitation, electrical, water, internet,

telephone) or other service interruptions, must be nominal and must be pre-scheduled in advance with the County at a time convenient for the County.

5.3.3 Quality Control Generally. The Contractor shall be responsible for all activities necessary to manage, control, and document work to ensure compliance with the Contract Documents and Project specifications. The Contractor's responsibility includes ensuring adequate quality control services are provided by the Contractor's employees and its subcontractors at all levels. The work activities shall include safety, submittal management, document reviews, reporting, and all other functions related to quality of construction.

5.3.4 Weekly Reports. The Contractor shall provide written reports to the County Project Manager on the progress of the Project at least weekly from Construction Notice to Proceed until Final Completion of the Project. The County's designated Project Manager will be Dale Critzer, Director of Public Works. The County may modify the Project Manager from time to time upon notice to the Contractor.

5.3.5 Examine the work areas and site conditions under which work stated herein shall be performed. Contractor shall notify County of any condition(s) which may affect installation.

5.3.6 Provide final approval/inspection and acceptance of fence installations.

5.3.7 Verify site preparation work with a County designated Project Manager, if applicable.

5.3.8 Deliver fencing materials to site location as designated by the Project Manager.

5.3.9 Furnish and install all supplementary or miscellaneous items, appurtenances, and devices incidental to or necessary for sound, secure and complete Fencing Installations.

5.3.10 In addition to any other warranties required by the Contract or this IFB, the Contractor shall provide and assign to the County any and all related manufacturer's warranties for the Project, Site Work, materials, equipment, or any portion(s) thereof. A copy of these shall be provided with your bid response.

5.3.11 Contractor shall agree to all of the provisions of the County of Fluvanna's General Terms, Conditions and Instructions to Bidders and Contractors attached to this IFB as Appendix I and further shall agree that any resulting contract awarded pursuant to this IFB shall incorporate by reference as material provisions of such Contract the County of Fluvanna's General Terms, Conditions and Instructions to Bidders and Contractors. Any resulting Contract shall be in form acceptable to the County in its sole discretion.

5.4 Project Success: A successfully completed Project shall mean: 1) that the Project was completed within **ninety (90) calendar days** of the issuance of Notice to Proceed; 2) that the Project was completed at or below the contract award amount, including any subsequent owner-approved cost change orders; and 3) that the Project was completed in strict conformance and in accordance with the Contract Documents.

5.5 Protection of Person and Property:

- 5.5.1** All materials shall be protected from damage during delivery, storage, and installation.
- 5.5.2** Work can be done on the Property 7 days a week from 7:00 a.m. to 7:00 p.m.
- 5.5.3** The Contractor shall not remove any excess (unused) fencing material from the site without the County's approval. The County shall be reimbursed for the unused fencing material or keep the material onsite.
- 5.5.4** The Contractor is responsible to keep a clean and safe construction area.
- 5.5.5** Contractor shall be responsible for initiation, maintenance and supervision of all safety precautions in connection with the work on the Project. Any damage to existing Property, site, buildings, real property (land), or personal property, resulting from the work on the Project or the performance of a Contract awarded pursuant to this IFB shall be repaired or replaced at the sole cost and expense of the Contractor to the satisfaction of the County. The Contractor shall repair and/or replace any damage done to any County property by their employees or resulting from Contractor's services as soon as practicable, but in any event, no more than ten (10) calendar days after notification by the County. All such repairs or replacements shall be completed to the County's sole satisfaction. To protect the Contractor, the Contractor shall document any damages in the project area prior to commencing work including photographs. This written record shall be provided to the County prior to commencing work.

5.6 Permits and Inspections:

- 5.6.1** Contractor is responsible for any and all permits and inspections (permit at no cost to project).
- 5.6.2** Contractor shall notify the County to arrange for inspections at agreed milestones and shall notify for final inspection.
- 5.6.3** Contractor shall notify Miss Utility before beginning work.

5.7 Insurance Requirements:

- 5.7.1** The firm shall agree to carry the required liability insurances that are listed under item number 39 of the "GENERAL TERMS, CONDITIONS AND INSTRUCTIONS TO BIDDERS AND CONTRACTORS" attached hereto as Appendix I.
- 5.7.2** By signing and submitting a bid under this solicitation, the Contractor certifies that if awarded the contract, it will have the insurance coverage required at the time the work commences. The Contractor further certifies that the Contractor will maintain the specified coverage during the entire term of the contract and that all insurance coverage will be provided by insurance companies authorized to sell insurance in Virginia by the Virginia State Corporation Commission.
- 5.7.3** During the period of the contract the County reserves the right to require the Contractor to furnish certificates of insurance for the coverage from time to time.
- 5.7.4** A Certificate of Insurance shall be submitted with the Contractor's Bid evidencing the insurance required hereunder.

- 5.8 Applicable Law:** The Contractor and all equipment, materials, and installation related to the work on the Project shall comply with applicable federal, State and local laws, ordinances, rules and regulations in performance of the Contract ("Applicable Law").
- 5.9 Time for Completion:** TIME IS OF THE ESSENCE. The work to be performed under this Contract shall be commenced after issuance of the Notice to Proceed and shall be completed within **ninety (90) calendar days** of such issuance. The date of Final Completion of the Work is the date when the Project is totally complete, to include punch list work and final clean up, and the County may fully occupy or fully utilize the Project for the use for which it is intended.

6 SUBMITTAL INSTRUCTIONS

6.1 General Instructions

6.1.1 IFB Response: In order to be considered for selection, interested parties must submit a complete response to this IFB, including all requested documentation. Failure to comply with all criteria listed herein may be cause to reject a Bid.

6.1.2 IFB Questions: Address questions concerning this IFB to:

Victoria Melton, Finance Director
P.O. Box 540
132 Main Street
Palmyra, VA 22963
vmelton@fluvanna.gov

Bidders shall submit any questions in writing by **September 7, 2026 at 10:00 a.m.** Written responses, including the questions, will be posted with the IFB on **September 9, 2026.** **Questions will not be accepted after September 7, 2026, at 10 a.m. EST.**

6.2 Ownership of Proposals: Ownership of all data, materials, and documentation originated and prepared for the County pursuant to the IFB shall belong exclusively to the County and be subject to public inspection in accordance with the Freedom of Information Act. Any proprietary or trade secrets material submitted must be identified as such, and must indicate the specific words, figures, or paragraphs specifically, and with a reason why such material is proprietary or a trade secret under Virginia law. The classification of an entire Bid document, individual pricing or total proposal prices is not acceptable and will result in rejection and return of the proposal.

6.3 Due Date: Sealed Bids must be either uploaded to eVA or received by the Finance Director no later than **October 1, 2026 at 2:00 p.m.** Bids must be addressed to:

Victoria Melton, Finance Director
P.O. Box 540
132 Main Street
Palmyra, VA 22963

6.4 Any Bids that are turned in late will be rejected and returned unopened. Any Bids sent in via facsimile, telephone, or email shall not be considered.

6.5 If the bidder is not uploading electronically to eVA, each Bidder must submit one (1) original and one (1) copy along with one (1) electronic copy of its bid documents on a USB flash drive/memory stick.

- 6.6** An authorized representative of the Bidder shall sign bid documents. All information requested should be submitted. Failure to submit all information requested may result in the bid being rejected by the County.
- 6.7** It is the responsibility of the Bidder if submitting electronically to confirm the attachments have been properly uploaded.
- 6.8** All forms attached to this IFB must be fully completed, executed by the Bidder and returned as a part of Offer's Bid.
- 6.9** All Bids shall provide a straight-forward, concise delineation of the firm's capabilities to satisfy the requirements of this IFB. Emphasis should be on completeness and clarity of content. The contents of the Bid submitted by the successful Bidder and this IFB, and any amendments thereto, will become part of any contract awarded as a result of this IFB.
- 6.10** Bids shall either be uploaded to eVA or submitted in a sealed envelope, plainly marked "Sheriff's Office Fencing Project." Failure to comply with this requirement shall be cause for rejection of bid. Any bid received after the announced time and date of opening, whether by mail or otherwise, will not be considered and will be returned unopened. Submission of bids by email, telephone or by facsimile will not be accepted. The County reserves the right to waive formalities and to reject any or all bids.
- 6.11** The format of each bid must contain the following elements organized into separate chapters and sections, as the Bidder may deem appropriate. The following paragraphs provide guidelines to each Bidder for information to include in the bid document:
- 6.11.1 Cover Letter** - Provide a cover letter that confirms the Bidder's understanding of this IFB and a general understanding of the Project.
- 6.11.2 Overview** - The purpose of this section is to provide Fluvanna County with an overview of the history, qualifications and abilities of the Contractor's firm and for the Contractor to demonstrate the specific qualifications of the staff the Contractor will assign to this Project if selected.
- 6.11.3 Demonstrated History of Successful Projects** - Discuss recent project information of similar type to the Project completed by the firm including the project name, location, brief description of the project, description of the scope of services provided, and principal contact person.
- 6.11.4 Proposed Sub-Consultants** - The Contractor shall clearly state whether it is proposing to subcontract any of the work herein. The names of all proposed sub-contractors shall be provided. By proposing such firm(s) or individuals, the Contractor assumes full liability for the sub-consultant's performance. The Contractor shall state the amount of previous work experience with the sub-consultant(s).
- 6.11.5 References:** In addition to any specific references required under this IFB, provide the current name, address, and telephone number of at least three (3) references the Contractor has served either currently or in the past three (3) years; preferably those where one or more of the Project team members provided the same or similar services as requested herein. Indicate the Scope of Services provided to each reference.

- 6.11.6 Pricing** – Please provide flat lump sum pricing. The lump sum price shall include all labor, materials, services, equipment, tools, consumables, parts, supervision, permitting (if needed), overhead, administrative, delivery, shipping, handling, travel and other costs, fees or charges of any kind related to or required for the work on the Project.
- 6.11.6.1** Bids will only be accepted where pricing is submitted on this Pricing Schedule, Attachment E. Vendor quotations and other supporting documentation can be included with the bid.
- 6.11.6.2** The method of payment for this contract will be by lump sum fixed price or not-to-exceed payment including all reimbursable administrative or other expenses of any kind.
- 6.11.7 Project Full Specifications** - Please provide full specifications and features of repair and all materials that will be used, and a detailed listing of all Site Work; and include the applicable warranty information for each portion thereof.
- 6.11.8 Forms** -All forms required to be submitted under this IFB must be included in the Bid.
- 6.11.8.1** Vendor Data Sheet (Attachment A)
- 6.11.8.2** Proof of Authority to Transact Business in Virginia (Attachment B)
- 6.11.8.3** Certificate of No Collusion (Attachment C)
- 6.11.8.4** Bidder Statement (Attachment D)
- 6.11.8.5** Pricing (Attachment E)
- 6.11.9** Any information thought to be relevant, but not applicable to the enumerated scope of work, should be provided as an appendix to the bid. If publications are supplied by the Bidder to respond to a requirement, the response should include reference to the document number and page number. Bids not providing this reference may be considered to have no reference material included in the additional documents.
- 6.11.10 Other Requirements:** The IFB document with any addenda acknowledgements filled out and signed as required (see attachments hereto).
- 6.11.10.1** detailed response to all requirements, general, specific, functional, and technical required under this IFB.
- 6.11.10.2** A statement of how long the Bidder has provided services similar to the Work requested herein;
- 6.11.10.3** The firm should include a street address of the office proposed to handle the work.
- 6.11.10.4** Disclose all past and pending litigation.
- 7** The County is not responsible for failure to locate, consider and evaluate qualification factors presented outside this format.
- 8 INCURRED EXPENSES:** The County will not be liable for any cost incurred by Bidders in preparing and submitting proposals. Bidders may not collect proposal preparation charges from the County of Fluvanna as a result of cancellation of this IFB.

- 9 CONTRACT AWARD:** The contract will be awarded to the lowest responsible and responsive Bidder whose bid, conforming to this IFB, is most advantageous to the County, considering price and any other evaluation criteria set forth in the bid documents and consistent with the Virginia Procurement Act, the County's Code, the County's Procurement Policies and Procedures and other applicable law. Nothing herein requires that the County complete this work and the County may determine not to award any Contract pursuant to this IFB in its sole discretion for any reason or no reason at all.

10 TERMS

- 10.1** The County's General Terms, Conditions, and Instructions to Bidders and Contractors are attached hereto and incorporated herein by reference as Appendix I. These provisions bind all Bidders. Further, the conditions and requirements of this IFB, including, but not limited to, County's General Terms, Conditions, and Instructions to Bidders and Contractors, are a material part of any contract awarded between the County and the successful Bidder(s).
- 10.2** Awards shall be made to as many Bidders as deemed necessary to fulfill the anticipated requirements of the County. The County may award contracts to multiple Bidders and use their services for some or all of the projects identified herein. The County may choose not to award a contract or Notice to Proceed for any or all projects described herein.

ATTACHMENT A - VENDOR DATA SHEET

Note: The following information is required as part of your response to this solicitation. Failure to complete and provide this sheet may result in finding your bid nonresponsive.

1. Qualification: The vendor must have the capability and capacity in all respects to satisfy fully all of the contractual requirements.

2. Vendor's Primary Contact:

Name: _____ Phone: _____

3. Years in Business: Indicate the length of time you have been in business providing this type of good or service: _____ Years _____ Months

4. Vendor Information:

FIN or FEI Number: _____ If Company, Corporation, or Partnership
SSN: _____ (If Vendor is a sole proprietor)

5. Indicate below a listing of at least four (4) current or recent accounts, either commercial or governmental, that your company is servicing, has serviced, or has provided similar goods. Include the length of service and the name, address, and telephone number of the point of contact.

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

By my signature below, I, as a duly authorized representative of the entity named below, certify the accuracy of the foregoing information:

Legal Name of Entity if Applicable

Date: _____

By: _____ (SEAL)
Signature of Authorized Representative

Print Name: _____

Print Title: _____

Vendor Certification (for a Sole Proprietor):

Signature

Print Name: _____ Date: _____

PLEASE RETURN THIS PAGE WITH BID SUBMISSION – [REQUIRED]

ATTACHMENT B - PROOF OF AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA

THIS FORM MUST BE SUBMITTED WITH YOUR PROPOSAL/BID. FAILURE TO INCLUDE THIS FORM MAY RESULT IN REJECTION OF YOUR PROPOSAL/BID

Pursuant to Virginia Code §2.2-4311.2, an Offeror/Bidder organized or authorized to transact business in The Commonwealth pursuant to Title 13.1 or Title 50 of the Code of Virginia shall include in its proposal/bid the identification number issued to it by the State Corporation Commission ("SCC"). Any Offeror/Bidder that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 of the Code of Virginia or as otherwise required by law shall include in its proposal/bid a statement describing why the Offeror/Bidder is not required to be so authorized. Any Offeror/Bidder described herein that fails to provide the required information shall not receive an award unless a waiver of this requirement and the administrative policies and procedures established to implement this section is granted by the County Administrator, as applicable. If this quote for goods or services is accepted by the County of Fluvanna, Virginia, the undersigned agrees that the requirements of the Code of Virginia Section 2.2-4311.2 have been met.

Please complete the following by checking the appropriate line that applies and providing the requested information. ***PLEASE NOTE: The SCC number is NOT your federal ID number or business license number.***

A. _____ Offeror/Bidder is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such vendor's Identification Number issued to it by the SCC is _____.

B. _____ Offeror/Bidder is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such vendor's Identification Number issued to it by the SCC is _____.

C. _____ Offeror/Bidder does not have an Identification Number issued to it by the SCC and such vendor is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

Please attach additional sheets if you need to explain why such Offeror/Bidder is not required to be authorized to transact business in Virginia.

Legal Name of Company (as listed on W-9): _____

Legal Name of Offeror/Bidder: _____

Date: _____

Authorized Signature: _____

Print or Type Name and Title: _____

PLEASE RETURN THIS PAGE WITH BID SUBMISSION – [REQUIRED]

ATTACHMENT C - CERTIFICATE OF NO COLLUSION:

The undersigned, acting on behalf of _____, does hereby certify in connection with the procurement and proposal to which this Certificate of No Collusion is attached that:

This proposal is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce; nor is this proposal the result of, or affected by, any act of fraud punishable under Article 1.1 of Chapter 12 of Title 18.1 of the Code of Virginia, 1950, as amended (18.2-498.1 et seq.).

The undersigned declares that the person or persons signing this proposal is/are fully authorized to sign the proposal on behalf of the firm listed and to fully bind the firm listed to all conditions and provisions thereof.

Respectfully submitted this _____ day of _____, 2026.

Legal Name of Entity

By: _____ (SEAL)
Signature of Authorized Representative

Print Name: _____

Print Title: _____

Date: _____

ACKNOWLEDGEMENT

State of _____

In the County/City of _____, to-wit:

The foregoing Certification of No Collusion was subscriber and sworn to before me

by _____ (Print Name), _____ (Print Title) on behalf of
_____ (Print Name of Entity) on this _____ day of _____
(month), _____ (year).

Notary Public

My commission expires: _____

Registration Number: _____

PLEASE RETURN THIS PAGE WITH BID SUBMISSION – [REQUIRED]

ATTACHMENT D

BIDDER/OFFEROR STATEMENT

The undersigned Bidder/Offeror (hereinafter "Bidder") hereby certifies that the Bidder has carefully examined all instructions, plans, conditions, specifications and other documents or items of this Invitation for Bid or Request for Proposals and hereby submits this bid/proposal pursuant to such instructions, plans, conditions, specifications and other documents or items. By submitting a bid/proposal, the Bidder covenants and agrees that he has satisfied himself, from his own investigation of conditions to be met, that he fully understands his obligation and that he will not make any claim for, or have right to cancellation or relief from the resulting contract because of any misunderstanding or lack of information; Certifies and warrants that the Bidder is properly licensed to provide the goods/services specified in the Request for Proposal and has the appropriate License or Certificate and classification(s) required to perform the work included in the scope of the proposal documents, prior to submitting the proposal, in accordance with Title 54.1, Chapter 11 of the Code of Virginia. If an Bidder shall fail to obtain the required license prior to submission of his proposal, he shall be deemed to be in violation of § 54.1-1115 of the Code of Virginia (1950), as amended, and his proposal will not be considered; Bidder further agrees that conditions herein have been carefully read and this proposal is submitted subject to all requirements stated herein. The undersigned hereby acknowledges and agrees, if this proposal is accepted, to furnish all services agreed upon in strict accordance with the contract.

Complete if Bidder is an Entity: WITNESS the following duly authorized signature and seal:

Name of Entity: _____

By: _____ (SEAL)

Signature

Print Name: _____

Print Title: _____

STATE OF _____

COUNTY/CITY OF _____, to-wit:

The foregoing instrument was acknowledged before me this ____ day of ____ (month),
____ (year) by ____ (Print Name),
____ (Print Title) on behalf of ____ (Name of
Entity).

[SEAL]

Notary Public

My commission expires: _____

Notary registration number: _____

Complete if Bidder is a Sole Proprietor: Witness the following signature and seal:

____ (SEAL)

Signature

Print Name: _____

STATE OF _____

COUNTY/CITY OF _____, to-wit:

The foregoing instrument was acknowledged before me this ____ day of ____ (month),
____ (year) by ____ (Print Name), a sole proprietor.

[SEAL]

Notary Public

My commission expires: _____

Notary registration number: _____

PLEASE RETURN THIS PAGE WITH BID SUBMISSION - [REQUIRED]
ATTACHMENT E – PRICING

IFB 2026-03	INVITATION TO BID: Fluvanna County – Sheriff's Office Fence Project	BID OPENING: October 1, 2026 at 2:00 p.m.
NOTICE TO ALL BIDDERS: All equipment and/or services provided under this invitation for Bid shall conform to the specifications and all terms and conditions as set forth.		

Have all Specifications included in this Invitation for Bid been met?

[☐] Yes [☐] No

If no, please list all exceptions in detail on separate sheet.

Person to contact regarding this Bid: _____

Title: _____ Phone: _____

Email address: _____

Name of person authorized to bind the bidding firm: _____

Signature: _____ Date: _____

Name of Bidder: _____

Address of Bidder: _____

By signing this bid, Bidder certifies, acknowledges, understands and agrees to be bound by the conditions set forth in the contents of the IFB including all attachments and exhibits thereto (including without limitation the County's General Terms, Conditions and Instructions to Bidders and Contractors), and their Bid.

Work Description	Price
LUMP SUM COST FOR FENCING	
LUMP SUM COST FOR OPTIONAL 8' TALL X 3' WIDE GATE WITH PADLOCK	

PLEASE RETURN THIS PAGE WITH BID SUBMISSION – [REQUIRED]