

ARLINGTON COUNTY, VIRGINIA

INVITATION TO BID NO. 20-232-ITB

B I D F O R M

SUBMIT ONE FULLY-COMPLETED AND SIGNED BID FORM ELECTRONICALLY VIA VENDOR REGISTRY

BIDS WILL BE OPENED AT 3:00 P.M., ON JUNE 9<sup>TH</sup>, 2020

FOR PROVIDING MISSION CRITICAL INFRASTRUCTURE MAINTENANCE AND REPAIR SERVICES PER THE TERMS, CONDITIONS AND SPECIFICATIONS OF THIS SOLICITATION

THE FULL LEGAL NAME OF THE ENTITY SUBMITTING THIS BID MUST BE WRITTEN IN THE SPACE BELOW. THIS BID FORM AND ALL OTHER DOCUMENTS THAT REQUIRE A SIGNATURE MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BY A PERSON WHO IS AUTHORIZED TO BIND THE BIDDER, OR THE BID MAY BE REJECTED:

SUBMITTED BY:

*(legal name of entity)*

\_\_\_\_\_

AUTHORIZED SIGNATURE:

\_\_\_\_\_

PRINT NAME AND TITLE:

\_\_\_\_\_

ADDRESS:

\_\_\_\_\_

CITY/STATE/ZIP:

\_\_\_\_\_

TELEPHONE NO.:

E-MAIL

ADDRESS:

\_\_\_\_\_

\_\_\_\_\_

THIS ENTITY IS INCORPORATED IN:

\_\_\_\_\_

THIS ENTITY IS A:

*(check the applicable option)*

CORPORATION

LIMITED PARTNERSHIP

GENERAL PARTNERSHIP

UNINCORPORATED ASSOCIATION

LIMITED LIABILITY COMPANY

SOLE PROPRIETORSHIP

IS BIDDER AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VIRGINIA?

YES

NO

IDENTIFICATION NO. ISSUED TO THE ENTITY BY THE SCC:

\_\_\_\_\_

*Any Bidder exempt from Virginia State Corporation Commission (SCC) authorization requirement must include a statement with its bid explaining why it is not required to be so authorized.*

ENTITY'S DUN & BRADSTREET D-U-N-S NUMBER: *(if available)*

\_\_\_\_\_

**IS YOUR FIRM OR ANY OF ITS PRINCIPALS CURRENTLY DEBARRED FROM SUBMITTING BIDS TO ARLINGTON COUNTY, VIRGINIA, OR ANY OTHER STATE OR POLITICAL SUBDIVISION?**

YES  NO

**BIDDER STATUS:** MINORITY OWNED:  WOMAN OWNED:  NEITHER:

THE UNDERSIGNED UNDERSTANDS AND ACKNOWLEDGES THE FOLLOWING:

THE OFFICIAL COPY OF THE SOLICITATION DOCUMENTS, WHICH INCLUDES ANY ADDENDA, IS THE ELECTRONIC COPY THAT IS AVAILABLE FROM THE VENDOR REGISTRY WEBSITE AT:  
[HTTPS://VRAPP.VENDORREGISTRY.COM/BIDS/VIEW/BIDSLST?BUYERID=A596C7C4-0123-4202-BF15-3583300EE088](https://vrapp.vendorregistry.com/bids/view/bidslst?buyerid=A596C7C4-0123-4202-BF15-3583300EE088).

VENDORS ARE REQUIRED TO REGISTER ON [VENDOR REGISTRY](#) IN ORDER TO SUBMIT A RESPONSE TO THIS INVITATION TO BID. **NO RESPONSES WILL BE ACCEPTED AFTER THE BID DUE DATE AND TIME.**

POTENTIAL BIDDERS ARE RESPONSIBLE FOR DETERMINING THE ACCURACY AND COMPLETENESS OF ALL SOLICITATION DOCUMENTS THEY RECEIVE FROM ANY SOURCE, INCLUDING THE COUNTY.

**BIDDERS MUST COMPLETE THE PRICING SHEET PROVIDED WITH THE BID DOCUMENTS AS ATTCHMENT A TO ITB NO. 20-232-ITB AND SUBMIT IT WITH YOUR BID. FAILURE TO SUBMIT THE PRICING SHEET WITH THE BID WILL DEEM THE BIDDER NONRESPONSIVE.**

**BIDDERS MUST COMPLETE THE BELOW MANDATORY REQUIREMENTS MATRIX AND SUBMIT IT WITH THEIR BID**

<b>MANDATORY REQUIREMENTS MATRIX</b>	
<b>SECTION A</b>	
<b>REQUIREMENT</b>	<b>PAGE OF BID PACKAGE</b>
TECHNICIAN FACTORY CERTIFICATION GENERATORS & ATS'S: KOHLER, GENERAC, KATOLIGHT (AT LEAST 3)	
TECHNICIAN FACTORY CERTIFICATION UPS/PDU: VERTIV, LIEBERT, SCHNEIDER, MITSUBISHI (AT LEAST 5)	
TECHNICIAN FACTORY CERTIFICATION HVAC: LIEBERT, MITSUBISHI, STULZ (AT LEAST 5)	
VIRGINIA BOARD OF CONTRACTORS MASTER HVAC MECHANIC	
VIRGINIA BOARD OF CONTRACTORS JOURNEYMAN ELECTRICIAN (AT LEAST 3)	
VIRGINIA BOARD OF CONTRACTORS MASTER ELECTRICIAN	
NICET LEVEL II SPRINKLER TECHNICIANS (AT LEAST 3)	
NICET LEVEL II FIRE ALARM TECHNICIANS (AT LEAST 3)	
FIRE EXTINGUISHER TECHNICIAN	
<b>SECTION B</b>	
<b>REQUIREMENT</b>	<b>PAGE OF BID PACKAGE</b>
RESUME CONTRACT MANAGER	
RESUMER PROJECT MANAGER	
LIST OF SUBCONTRACTORS	

<b>SECTION B</b>	
<b>REQUIREMENT</b>	<b>PAGE OF BID PACKAGE</b>
REFERENCES (AT LEAST 3)	
EXAMPLES OF PROJECTS ABOVE \$150,000	

The undersigned acknowledges receipt of the following Addenda:

ADDENDUM NO. 1                      DATE: \_\_\_\_\_ INITIAL: \_\_\_\_\_

ADDENDUM NO. 2                      DATE: \_\_\_\_\_ INITIAL: \_\_\_\_\_

ADDENDUM NO. 3                      DATE: \_\_\_\_\_ INITIAL: \_\_\_\_\_

**TRADE SECRETS OR PROPRIETARY INFORMATION:**

Trade secrets or proprietary information submitted by a Bidder in connection with a procurement transaction will not be subject to public disclosure under the Virginia Freedom of Information Act. Pursuant to Section 4-111 of the Arlington County Purchasing Resolution, however, a Bidder seeking to protect submitted data or materials from disclosure must, before or upon submission of the data or materials, identify the data or materials to be protected and state the reasons why protection is necessary.

Please mark one:

No, the bid that I have submitted does not contain any trade secrets and/or proprietary information.

Yes, the bid that I have submitted does contain trade secrets and/or proprietary information.

If Yes, you must clearly identify below the exact data or materials to be protected and list all applicable page numbers of the bid that contain such data or materials:

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State the specific reason(s) why protection is necessary:

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If you fail above to identify the data or materials to be protected or to state the reason(s) why protection is necessary, you will not have invoked the protection of Section 4-111 of the Purchasing Resolution.

Accordingly, upon the award of a contract, the bid will be open for public inspection consistent with applicable law.

CERTIFICATION OF NON-COLLUSION: The undersigned certifies that this bid is not the result of or affected by (1) any act of collusion with another person engaged in the same line of business or commerce (as defined in Virginia Code §§ 59.1-68.6 *et seq.*) or (2) any act of fraud punishable under the Virginia Governmental Frauds Act (Virginia Code §§ 18.2-498.1 *et seq.*).

CONTACT PERSON AND MAILING ADDRESS FOR DELIVERY OF NOTICES

Provide the name and address of the person who is designated to receive notices and other communications regarding this solicitation. Refer to the "Notices" section in the draft Contract Terms and Conditions for information regarding delivery of notices.

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

E-MAIL: \_\_\_\_\_

REFERENCES

Bidders should provide 3 (three) references for similar services that have been provided by the Bidder within the past 5 (five) years. The County reserves the right to evaluate the quality of Contractor's work through site visits with Contractor's references.

REFERENCE 1: Contact Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Contract/Project Name: \_\_\_\_\_

Contract/Project Dates (from-to): \_\_\_\_\_

Contract/Project

Description: \_\_\_\_\_

REFERENCE 2: Contact Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Contract/Project Name: \_\_\_\_\_

Contract/Project Dates (from-to): \_\_\_\_\_

Contract/Project

Description: \_\_\_\_\_

REFERENCE 3: Contact Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Contract/Project Name: \_\_\_\_\_

Contract/Project Dates (from-to): \_\_\_\_\_

Contract/Project

Description: \_\_\_\_\_

BIDDER NAME: \_\_\_\_\_