

**DOCUMENT 00010**

**INVITATION TO BID**

Project: **ADDITION/RENOVATION TO AN EXISTING BUILDING:** Project generally consists of constructing a new 1,600 SF addition and renovations to an existing Township Administration Building.

The Work will be performed under one Contract as follows:

**GENERAL CONSTRUCTION**

Owner: **ELIZABETH TOWNSHIP**  
423 Southview Drive  
Lititz, PA 17543

Engineer: **ARRO CONSULTING, INC.**  
108 West Airport Road  
Lititz, PA 17543

Architect: **SCHILLACI ARCHITECTS, LTD.**  
141 N. Reamstown Road  
Stevens, PA 17578

Bids will be received via the PennBid Program until 10:00 A.M., prevailing time, on November 2, 2023, at which time they will be opened.

After bid opening the results will be available for viewing at the PennBid website. Successful bidder will be selected by Owner at a later date.

A pre-bid meeting followed by a site visit will be held at 10:00 A.M., prevailing time, on October 4, 2023, at the office of the Owner.

Attendance at the pre-bid meeting and site visit is **mandatory**.

Questions will be accepted until 4:00 P.M., prevailing time, on October 19, 2023; **All questions must be submitted through PennBid.**

Bidding Documents and solicitation details are available online without charge, at [pennbid.procurement.com](https://pennbid.procurement.com).

**The apparent low bidder and the next two lowest bidders must submit, to the Engineer, originals of the Bidding Documents within two (2) business days from the date of the bid opening.**

Reproduction of the Bidding Documents and placement on websites other than PennBid, is not permitted.

Bids may be modified or withdrawn at any time prior to the opening of Bids.

After the Bid opening, Bids may be withdrawn only by complying with Commonwealth of Pennsylvania laws and regulations. A summary of such laws and regulations is given in the Instructions to Bidders (Document 00100).

Bids shall remain open for a period of 60 days from the date of Bid opening unless award is delayed by a required approval from a governmental agency, the sale of bonds, or the award of a grant or grants, in which event the Bids shall remain open for a period of 120 days from the date of Bid opening. See Instructions to Bidders for other provisions on the time available for acceptance of Bids.

The Contract will be subject to the Prevailing Minimum Wage Determination established by the Commonwealth of Pennsylvania, Department of Labor and Industry.

Each Bid must be accompanied by Bid security in the form of a certified check, bank check, irrevocable letter of credit, or Bid bond (on the form included with the Bidding Documents) for (10) percent of the Bid total.

It is a requirement of this Contract that at least 50% of the Work be performed by prime Bidder's own work force, not by subcontractor(s).

It is a requirement of this Contract that Bidder shall have a minimum (5) year, (5) project documented experience in the type of Work required by this Project.

Bidders, subcontractors, their workers and any persons providing labor and products to the Project shall be persons lawfully permitted to work in the United States and the Commonwealth of Pennsylvania.

As a precondition of being awarded a Contract, Successful Bidder, and its subcontractor(s) are required, to provide confirmation of compliance with Act 127 of 2012, the "Public Works Employment Verification Act".

The **OWNER** hereby reserves the right, which is understood and agreed to by all Bidders, to reject any or all Bids and to waive any omissions, errors, or irregularities in any Bid.

**ELIZABETH TOWNSHIP**

**LOREN MILLER, TOWNSHIP ADMINISTRATOR**