

INVITATION FOR BIDS

Project: FY 24 Fuel Facility Upgrades

Invitation Date Monday, January 27, 2025

IFB #: IFB-FY25-100-04

Issuing Agency: Norfolk Airport Authority®
2200 Norview Avenue
Norfolk, Virginia 23518

Pre-Proposal Meeting Date Monday, February 10, 2025
2:00 pm eastern

Location Norfolk International Airport
HR Offices Board Room
& Microsoft Teams

Deadline for Questions Requests Wednesday, February 12, 2025
2 :00 pm eastern

Sealed Proposals & Bids Due: Monday, February 24, 2025
2:00 pm eastern

Opening Location: Norfolk International Airport
HR Offices Conf. Room B

All Inquiries Should be Directed To: Ken Bilson
Project Manager
E-mail:kmbilson@burnsmcd.com

To request to observe and investigate the site and work areas contact: Ashley Sumner, P.E.
Project Manager
E-mail:asumner@norfolkairport.com

INVITATION FOR BIDS

PROJECTS: FY24 Fuel Facility Upgrades
LOCATION: Norfolk International Airport
INVITATION DATE: Monday, January 27, 2025

The Norfolk Airport Authority will receive sealed Proposals and Bids for the above titled Project at the **Administration Office front desk, located at Norfolk International Airport, until 2:00 pm local time Monday, February 24, 2025**, at which time the Bids will be publicly opened and read aloud in the **Conference Room B located with the Airport HR office suite**. Bids received after the specified time and date will not be considered.

This project consists of various upgrades and repairs at the existing Fuel Facility. A specific list of items to be performed is located in Section 01 10 00 Summary of these bidding documents. This project is located at the Norfolk International Airport, 2200 Norview Avenue, Norfolk, Virginia 23518.

Pre-Proposal Meeting Information & Access:

A pre-proposal meeting is scheduled for the time, date and location noted on this invitation. The Design Team will provide a presentation to go over project scope, and the Owner will be on hand to discuss logistics and requirements related to executing the project at the airport.

Bidders who wish to attend the pre -proposal meeting via Teams shall contact Ashley Sumner, via email no later than 24 hours prior to the event in order to be added to the invite list. Contact Ms. Sumner with any technical difficulties or if you do not receive an invite shortly after request: 757.857.3351.

Site tours may be requested by contacting Ashley Sumner: asumner@norfolkairport.com.

All site tours must be completed prior to February 19, 2025. Requests are required 72 hours in advance.

Bid Document Availability:

- Bid Documents will be available on the online electronic procurement system **eVA**: <https://eva.virginia.gov/>
- Bid Documents will be available through Builders and Contractor's Exchange:

www.bceva.com
1118 Azalea Garden Road
Norfolk, Va 23502

Bid Security in the amount of **five** percent (5%) of the Bid shall be submitted with each Bid.

Contractor registration in accordance with Title 2.2 Chapter 43, Code of Virginia is required. The Bidder shall include in its Bid the following notation: "Licensed Virginia Contractor No. _____."

Withdrawal of Bids due to error shall be subject to and in accordance with Section 2.2-4330 of the Code of Virginia and the Contract Documents.

The Owner reserves the right to waive minor non-substantive informalities in the Bid, to reject any/or all Bids, to award any Bid in whole or in part and award the Bid considered to be in the best interest of the Owner. The Owner also reserves the right to negotiate with the lowest responsive, responsible Bidder should Bid exceed available funds.

The Norfolk Airport Authority does not discriminate in the solicitation or awarding of contracts on the basis of race, religion, faith-based organizations, color, national origin, age, disability or any other basis prohibited by state or federal law.

NOTICE – Bidders shall comply with the following Federal Provisions.

- 1) General Civil Rights Provisions
- 2) Federal Fair Labor Standards Act (Federal Minimum Wage)
- 3) Occupational Safety and Health Act of 1970

By: Ashley Sumner, P.E.
Project Manager
Norfolk Airport Authority®