

BID FORM – GCCH-DRAINAGE-2026

Project: Courthouse Drainage Project
Owner: Greenbrier County Commission
Location: Greenbrier County Courthouse, 912 Court St N, Lewisburg, WV 24901
Due Date: April 17, 2026 at 4:00 pm

1. BIDDER INFORMATION

Legal Name of Bidder: _____

Business Address: _____

City / State / Zip: _____

Phone Number: _____

Email Address: _____

WV Contractor License Number: _____

Authorized Representative: _____

Title: _____

2. ACKNOWLEDGEMENT OF CONTRACT DOCUMENTS

The undersigned bidder certifies that they have carefully examined the Plans, Specifications, Contract Documents, and all Addenda for the above referenced project and agree to perform all work in accordance with those documents.

3. BASE BID

The bidder proposes to furnish all labor, materials, equipment, supervision, and incidentals required to complete

the drainage improvements described in the contract documents for the following amount:

Base Bid Amount: \$ _____

Amount in words:

Dollars

5. CONTRACT TIME

The bidder agrees to commence work within _____ days after receipt of the Notice to Proceed and complete the work within _____ calendar days.

Liquidated damages for delay shall be \$ _____ per calendar day.

6. INCLUDED DOCUMENTATION

- Bid Form
- Signed RFP
- Company profile and qualifications
- Supporting itemization of cost on Bid Summary Form
- Proposed timeline
- List of equipment and personnel to be used including all subcontractors
- At least three references from recent similar projects
- Certificate of Insurance naming Greenbrier County Commission as additional insured with minimum limits of \$2,000,000 Commercial General Liability and \$1,000,000 Automobile Liability.
- Proof of Compliance with West Virginia Workmen's Compensation
- West Virginia State Tax Department Business Registration Certificate
- Copy of City of Lewisburg Business License
- Copy of West Virginia Contractor's license
- State debarment verification form
- Drug Free Workplace Affidavit
- Signed ADDENDUM TO VENDOR'S STANDARD CONTRACTUAL TERMS
- Signed ARPA ADDENDUM

7. SIGNATURE

The undersigned agrees that this bid shall remain valid for sixty (60) days from the date of bid opening.

Signature: _____ Date: _____

Printed Name: _____

Title: _____

Company Name: _____