



Invitation for Bids

For

Montgomery County Fire & EMS Headquarters

Montgomery County VA Bid Request No. 27-07

Sealed bids for construction of the **Montgomery County Fire & EMS Headquarters**, will be received in person, via regular mail by U.S. Postal Service, or via special courier service at the **Purchasing Office in the Montgomery County Government Center; 755 Roanoke Street, Suite 2C, Christiansburg, VA, 24073**, until but no later than **3:00 PM Prevailing Eastern Time, December 10, 2026**, and then publicly opened and read immediately thereafter.

Bids received after the announced time and date for submittal, whether by mail or otherwise, will be rejected. Bidders are responsible for ensuring their Bid is received before the deadline indicated. Bids submitted by telephone, text message, email, or facsimile shall not be accepted.

Bidders may choose to submit electronic copies through the eVA Electronic Submission process by the date and time identified herein. **Bidders should still submit the sealed paper copy described above.** In order to submit an electronic bid, the bidder **must be properly registered with eVA.** Registration may be accomplished through this site: <https://eva.virginia.gov/register-now.html>. It is strongly encouraged that registration be completed well in advance of the submission deadline to avoid any delays in the process. Montgomery County will not be able to assist bidders with their submissions. Bidders must contact eVA with any questions or needs for assistance with submission. Upon successful submission, the bidder should receive confirmation of the submission through eVA. The County will not confirm receipt of the proposal. For a tutorial on how to view and respond to a solicitation, visit: <https://www.youtube.com/watch?v=KSxcAkOekW0>. Montgomery County is not responsible for delays, miscommunications, or transmission errors that may occur during the electronic submission process. This includes, but is not limited to, issues related to internet connectivity, email servers, or other technical malfunctions. It is the sole responsibility of the Bidder to ensure the proposal is submitted on time.

The Work generally consists of the complete interior renovation of the approximately 8,000 square foot building located at 305 Roanoke Street in Christiansburg, Virginia, as well as some exterior improvements. The proposed use of the space is for an administrative facility for the Montgomery County Department of Fire and EMS to include a lobby, offices, conference room, training room, storage rooms, break room, and toilet rooms. The property will also include space for on-call response personnel in the Fire and EMS departments to include sleep rooms, locker room, shower rooms, day room, apparatus bays, pharmacy, and storage rooms. Support spaces include a utility room and an IT / Electrical room. The County's Mobile Command Unit vehicle will be housed on the property as well. The renovation Work consists of significant modifications to the existing building structural systems; the removal of the existing plumbing, mechanical,

and electrical systems and replacement with new systems throughout; new interior finishes throughout; new exterior windows and doors.

A **non-mandatory** pre-bid conference will be held at **10:00 AM Prevailing Eastern Time**, on **November 5, 2026**, in the Board Room on the second floor of the Montgomery County Government Center located at 755 Roanoke Street, Christiansburg, VA 24073, followed immediately by a site visit at the Project Location.

Bidders may obtain Bidding Documents electronically by visiting: <https://montva.com/1/departments-services/purchasing>. Bidders must notify **Local Studio** via email at **mcfemshq@localstudiova.com** to be recognized as a Planholder.

Only Bidders or entities who follow the process outlined above will be considered Planholders. All others who obtain electronic Bid Documents or hard/paper Bid Documents through other means, including Plan Rooms, other Contractors, Owner, or third-party websites (ConstructConnect, Dodge, iSqFt., etc) are not considered Planholders. Only Planholders will be notified of Addenda.

Bidders may submit Pre-Bid Questions by submitting the Pre-Bid Question Form via email to **mcfemshq@localstudiova.com**. Questions/clarifications shall be submitted by **5:00 p.m. Prevailing Eastern Time** on **November 13, 2026**. Responses will be in the form of addenda if required.

Refer to the Instructions to Bidders for bidding procedures and requirements.

Any questions related to accessing or viewing the Bidding Documents shall be directed to **Local Studio** via email at **mcfemshq@localstudiova.com**. Submit Pre-Bid Question Forms via the process outlined above.