

**FISHER BUILDING 2nd FLOOR INTERIOR REMODEL
IVY TECH COMMUNITY COLLEGE**

Apr-12

SECTION 000200 – NOTICE TO BIDDERS

Notice is hereby given that sealed bids will be received

By: Ivy Tech Community College East Central - Region 6
4301 S. Cowan Road
Muncie, IN 47302

For: **Fisher Building Second Floor Interior Remodel**
345 S. High Street
Muncie, IN 47305

At: Reception Desk, First Floor Lobby
Ivy Tech Community College - Fisher Building
345 S. High Street
Muncie, IN 47305

Until: 1:30 PM (local time) Tuesday, May 8, 2012. Bids received after that time will be returned unopened.

Bid Opening: Bids will be publicly opened and read aloud at 1:35 PM in the Fisher Building First Floor Auditorium, 345 S. High Street, Muncie, IN 47305.

A pre-bid conference will be held at 9:30 AM on Thurs. April 26, 2012 in the Auditorium on the First Floor of the Fisher Building. A walk-through of the Second Floor will immediately follow. Attendance is not mandatory but encouraged. Contractors should visit the site and be familiar with the conditions under which the work will be performed. If attendance is not possible, other arrangements to visit the site may be made through the architect.

Copies of the detailed Instructions to Bidders, Drawings and Specifications dated April 19, 2012 may be obtained from Eastern Engineering, 2810 N. Wheeling Ave., Muncie, IN 47304; phone (765) 284-3119. Drawings may also be viewed and ordered via Eastern Engineering's online plan room, www.distribution.easternengineering.com.

Prime contract bidders may obtain bidding documents for a deposit of \$120.00 for each complete set (limit 3). Deposits shall be made payable to GEA Architects. Prime bidders may obtain complete sets on a refundable basis if:

1. A responsible bid is received and the documents are returned to Eastern Engineering (Muncie location) in good condition within THIRTY days of receipt of bids; or
2. The prospective bidder notifies the Architect of his/her intention to not bid and returns his documents in good condition to Eastern Engineering (Muncie location) at least TEN days prior to receipt of bids.

Any planholder not in conformance with item 1 or 2 above will forfeit their plan deposit.

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Apr-12

Subcontractors may purchase sets directly from Eastern Engineering at their expense. Electronic documents (full sets only) will also be available for purchase by all contractors if desired.

Construction shall be in full accordance with the Bidding Documents which are on file with the Owner and may be examined by prospective bidders at the following locations:

GEA Architects, LLC
108 E. Jackson St.
Muncie, IN 47305
Phone (765) 289-9155

Indiana AGC Plan Room
10 West Market Street, Suite 1050
Indianapolis, IN 46204

McGraw Hill Construction - Dodge
Online at: www.dodge.construction.com

BX Indiana Construction League of Indiana
1200 South Madison Ave., Suite LL20
Indianapolis, IN 46225

State of Indiana
Indiana Government Center
Minority Business Development Center
402 West Washington St., Room W474
Indianapolis, IN 46205

Reed Construction Data
30 Technology Parkway South, Suite 500
Norcross, GA 30092-2912

Bids shall be unified and shall be received for a single prime contract.

Bids shall be properly and completely executed in accordance with the Instructions to Bidders and Additional Bidding Requirements (Sections 000210 and 000400 of the Project Manual) and shall be submitted on the State Board of Accounts Form 96 and Supplement to Bid Form 96 provided in the Project Manual.

Required documents to be submitted with the bid include:

1. State Board of Accounts Form 96 - completely executed and notarized.
2. Financial statement required by Form 96
3. Supplement to Bid Form 96 - completely executed and notarized.
4. Bid Security in the amount of ten percent (10%) of the Base Bid. Acceptable forms include: certified cashier's check or fully executed Bid Bond.
5. Statement of Compliance with Resolution 2004-32 - from the Bidder and all proposed subcontractors. Bidders shall fully inform themselves of the terms and conditions of Ivy Tech Community College State Trustee Resolution 2004-32 regarding the use of apprentices, reprinted in the Project Manual, Section 000310. Bidders and sub-bidders who do not comply with the Resolution and/or do not submit the required Statement of Compliance with their bid may have their bid disqualified.

Tax Exempt: Indiana State Gross Retail and Use Tax shall not be included in the Bid Price due to Ivy Tech's tax exempt status. This provision shall apply both to transactions between Ivy Tech and the Prime Contractor, the Prime Contractor and any Subcontractors, and to transactions between the material suppliers and the Prime Contractor.

Work will be done in conjunction and concurrent with existing site and building use. Care must be exercised to protect existing adjacent buildings, adjacent materials, landscaping, vehicles, etc. when work is performed. Contractor is responsible for repairing all damages. The

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successful bidder will be required to furnish insurance covering Workmen's Compensation, Public Liability and Property Damage and any other which may be required, before the contract can be executed.

The successful Bidder shall be required to submit the following items:

- A. Within 24 hours following the bids due date:
 - 1) List of subcontractors and materials to be used on the project.

- B. Within 7 days following the bids due date:
 - 1) Schedule of Values
 - 2) Documentation of compliance with Resolution 2004-32 per the Project Manual, Section 000300 'Contractor and Subcontractor Responses and Documentation for Ivy Tech Community College, State Trustee Resolution 2004-32'
 - 3) Performance and Payment Bonds for one hundred percent (100%) of their Contract amount
 - 4) Certificates of Insurance

All enumerated items above must be furnished by the Contractor prior to execution of the Contract and within the stated time frame. Failure to do so may result in forfeiture of the Bidder's Bid Security check or Bid Bond.

Bids may be held for a period not exceeding ninety (90) days from the due date for the purpose of reviewing and investigating qualifications of Contractors prior to award of work. The Owner reserves the right to waive irregularities and to reject any or all proposals.

Ivy Tech Community College is an Equal Opportunity, Affirmative Action State College.

Ms. Gail Chesterfield, Chancellor Region VI
Ivy Tech Community College of Indiana

END OF SECTION 000200

This 'Notice to Bidders' has been placed in legal notices to be published on Thurs. 4/19/12 and Thurs. 4/26/12 in the Indianapolis Star, the Herald Bulletin (Anderson), and The Star Press (Muncie).

