

**SECTION 00020
NOTICE TO BIDDERS**

**NEW BUILDING FOR IVY TECH CRAWFORDSVILLE
CRAWFORDSVILLE, INDIANA**

The City of Crawfordsville Redevelopment Commission, hereinafter referred to as the “Owner”, furnishes the following information and special instructions to prospective Bidders desiring to submit Bids for the Work on the following project.

Project Name: New Building for Ivy Tech Crawfordsville, Crawfordsville, Indiana.

Project Description: The City of Crawfordsville Redevelopment Commission is undertaking a project to construct a new building with site development, including utilities, access roads and parking lots. Bids for the Landscape Package are being solicited with this notice.

Project Location: Crawfordsville Commerce Park
 Crawfordsville, Indiana

Contract Documents Prepared by:

Architect:

Akers and Associates, Architects, Inc.
200 S. Washington Street, Suite 300
Crawfordsville, IN 47933

Contact: Steve Akers
E-mail: sakers@akerscbs.com
Phone: (765) 362-2560
Fax: (765) 362-2587

Construction Manager:

Hagerman, Inc.
10315 Allisonville Road
Fishers, IN 46038-2017

Contacts: Jay Bangert
E-mail: jbangert@hagermangc.com
Phone: (317) 577-6836
Fax: (317) 713-0641

A. Instructions to Bidders

1. The following bidding instructions are a component part of each Bid wherein they are applicable.
2. Submission and Receipt of Bids will be received for Bid Package No. 03 – Landscaping. Work will include the following work packages:
 - a. Bid Item No. 17 – Landscaping
3. Deliver all sealed Bids on Wednesday, July 18, 2012 before 3:00 PM local time to: City of Crawfordsville Redevelopment Commission, City Clerk Treasurer’s Office, 300 E. Pike Street, Crawfordsville, IN 47933, Attention: Brandy Allen.
4. Faxed bids will not be accepted.
5. Bid Opening: Bids will be opened, publicly read, and tabulated at the City of

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Crawfordsville Redevelopment Commission, City Clerk Treasurer's Office, 300 E. Pike Street, Crawfordsville, IN 47933, in Council Chambers on the second floor. Bid Opening will be at approximately 3:15 PM Crawfordsville, Indiana time on Wednesday, July 18, 2012.

B. Bid Documents

1. Procurement: Bid documents may be obtained from the printer:

Eastern Engineering Reprographics	Phone:	(317) 598-0661
9901 Allisonville Road	Fax:	(317) 598-0630
Fishers, IN 46038	Contact:	Distribution Office

Preferred method of contact is through the Eastern Website at www.easternengineering.com and www.thehagermangroup.com.

Prime Bidders will be able to receive one (1) set of documents without charge. Additional sets may be obtained and purchased through the printing company. Cost of reproduction of additional sets required is the responsibility of the Bidder.

2. Reference Sets: For the convenience of Bidders, complete sets of documents will be on file at:

Construction Manager:
Hagerman, Inc.
10315 Allisonville Road
Fishers, IN 46038-2017
Phone: (317) 577-6836
Fax: (317) 713-0641

Architect:
Akers & Associates, Architects, Inc.
200 S. Washington Street, Suite 300
Crawfordsville, IN 47933
Phone: (765) 362-2560
Fax: (765) 362-2587

C. Examining the Site

Arrangements to visit and examine the site in accordance with the General Instructions to Bidders may be made by contacting Jay Bangert at Hagerman, Inc. via e-mail at jbangert@hagermangc.com or fax to (317) 713-0641. Questions during the bidding period should be directed to Jay Bangert at the above e-mail and fax.

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D. Prebid Conference

A prebid conference for all parties interested in bidding the project will be held on Thursday, July 12, 2012 at 1:00 PM local time. Representatives of the Owner, Construction Manager and the Architect/Engineer will be present to answer questions regarding the project and bidding procedures. All prospective Bidders are urged to attend. The prebid conference will be held at the project site; 2325 Phil Ward Blvd, Crawfordsville, IN 47933.

E. Common Wage Rate

As required by Indiana Code 5-16-7, any firm that is awarded a construction contract by a public entity for a construction of a public works project shall pay for each of three classes (skilled, semi-skilled, and unskilled) of work, a scale of wages not less than the Common Construction Wage determination included in the bid documents.

F. General Instructions

1. Note the following supplemental information:
 - a. Bid Security in the amount of ten percent (10%) of the bid amount.
 - b. A Performance Bond and Payment Bond in the amount of one hundred percent (100%) of the Contract Amount will be required of the successful bidders in accordance with the Instructions to Bidders.
2. Indiana Code 36-1-12-22 which permits local Indiana businesses to claim a preference when submitting a bid will be utilized on this project.

END OF SECTION