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NOTICE TO BIDDERS**

1.01 FROM: THE BOARD OF SCHOOL TRUSTEES (HEREINAFTER REFERRED TO AS OWNER):

- A. Monroe County Community School Corporation
- B. 315 E. North Street
- C. Bloomington, IN 47401
- D. BY: Dr. Jeannine Butler; Board Secretary; Publish Dates: January 9, 2018 and January 16, 2018.

1.02 TO: POTENTIAL BIDDERS

- A. Notice is hereby given that sealed proposals will be received by Owner FOR:
 - 1. Roof Replacements project at Marlin Elementary School located at 1655 E. Bethel Lane, Bloomington, Indiana; Bloomington High School North located at 3901 N. Kinser Pike, Bloomington, Indiana and Lora L. Batchelor Middle School located at 900 W. Gordon Pike, Bloomington, Indiana.
- B. UNTIL 1:00 p.m. local standard time on February 14, 2018, at the Service Building located at:
 - 1. 560 E. Miller Drive
 - 2. Bloomington, IN 47401
- C. AT WHICH TIME, all proposals will be opened and publicly read aloud.
- D. Attendance at scheduled pre-bid meeting is a MANDATORY condition of bidding Project. Pre-bid meeting will be held at:
 - 1. 10:00 a.m., local time, January 31, 2018, Bloomington High School North, 3901 N. Kinser Pike, Bloomington, Indiana, Site visits will be conducted immediately following meeting. Meet in the Bloomington High School North office to sign-in. Site visits will be conducted in the following order: Bloomington High School North, 3901 N. Kinser Pike, Bloomington, Indiana, Marlin Elementary School, 1655 E. Bethel Lane, Bloomington, Indiana, followed by Lora L. Batchelor Middle School, 900 W. Gordon Pike, Bloomington, Indiana,

1.03 PROPOSALS

- A. Proposals received after the hour and date set for the receiving of proposals will be returned unopened.
- B. Proposals shall be submitted, in duplicate, consisting of the Bid Supplement furnished by Consultant, with all blanks properly filled in, along with Indiana State Board of Account Form No. 96 (2013), Parts I and II, as required under the statutes of Indiana.
- C. Proposals must also be accompanied by a certified check, cashier's check, money order or a satisfactory Bid Bond executed by bidder and an acceptable surety company, as required; made payable to Owner for not less than five percent (5%) of total bid price and delivered in a sealed opaque envelope showing the bidder's name and address.
- D. Prime contractors submitting bids on Projects shall encourage qualified minority subcontractors to perform portions of Work in the project not performed by Contractor's own forces. Bidders shall submit written evidence that quotations have been solicited from qualified minority subcontractors with his/her Bid.

1.04 PROJECT INFORMATION

- A. Work shall be in accordance with specifications and Contract Drawings prepared by Architect/Consultant (hereinafter referred to as Consultant).
 - 1. STR-SEG (STR Building Resources LLC)
 - 2. Attn: Mr. Ben Brown
 - a. Project Manager
 - b. Contact email: bbrown@str-seg.com.

3. 16848 Southpark Drive, Suite 300
 4. Westfield, IN 46074
 5. Phone: 317-468-2490
- B. Documents are on file, and may be examined at Consultant's office or Owner's Administration office. Bidders may also obtain complete sets of documents, for a fifty dollar (\$50.00) non-refundable fee for each set, from Eastern Engineering, 9901 Allisonville Road, Fishers, IN 46038. Upon purchase of a hard copy an electronic download will be available from Eastern Engineering for an additional fee.
- C. Contact Eastern Engineering at (317) 598-0661 to obtain a Project Order Form.
1. Submit a request, by mail or fax, including your company name, address, phone/fax number, and the project name(s), with a check payable to **STR Building Resources LLC**.

1.05 CONTRACT AWARD

- A. Projects are intended to be let as, single, prime contracts. Base and Alternate Bids shall be submitted as described in Bidding Documents.
- B. Owner reserves the right to accept or reject any bid or waive any informality or errors in Bidding for a period of sixty (60) days from Bid date. It is Owner's intent to award contracts within thirty (30) days.
1. Should bidder withdraw his/her bid within sixty (60) days after bid date without written consent of Owner, or fail to execute a satisfactory contract, including required bonds, within ten (10) days after written notice of acceptance of bid, Owner may declare the Bid Security forfeited as liquidated damages, not as penalty.
- C. The successful bidder shall furnish an approved Performance Bond, Labor and Material Payment Bond in an amount equal to one hundred percent (100%) of Contract Amount, with an approved surety company and said Bond shall remain in full force and effect for a period of twelve (12) months after date of acceptance of Work.
1. Bonds shall be furnished at time of written Notice to Proceed Work.

END OF DOCUMENT