

## NOTICE TO BIDDERS

Notice is hereby given that sealed bids for the ***HSE Admin Building Addition & Renovation, HSE Cumberland Road Elementary School Renovation, and Site Package*** will be received at the Hamilton Southeastern Schools Administration Building, 13485 Cumberland Road, Fishers, IN 46038.

Bids will be received until **10:00 a.m. local time, Thursday, June 29, 2017**. Bids received after that time will be returned unopened. Bids will be publicly opened and read aloud.

All work for the complete construction of the project shall be performed under the form of contract set forth in the Bidding Documents. Two copies of bid forms shall be submitted on forms provided in the project manual, and shall be executed in accordance with the current edition of the Indiana Board of Accounts Form 96 – “Contractor’s Bid for Public Works”, with a financial statement complying with Section III of Form 96, and a satisfactory Bid Bond or certified check pursuant to I.C. 36-1-12-4.5, payable to Hamilton Southeastern Schools. Bid Security shall be in the amount of not less than 5% of the total base bid price. Should a successful Bidder withdraw their Bid, fail to provide the required payment and performance bonds, or execute the contract, the Owner may then declare the Bid security forfeited as liquidated damages.

**The Bidder and all of its subcontractors, whatever tier, whose respective contract is equal to or in the excess of \$300,000 shall be qualified by the Indiana Department of Administration before performing any Work.**

Bids shall be delivered in a sealed envelope plainly labeled to indicate the following:

Addressed to:  
Hamilton Southeastern Schools  
13485 Cumberland Road  
Fishers, Indiana 46038

*Attn. Bid for HSE Cumberland Road Elementary School Addition, HSE Admin Building Addition/Renovation, Sitework*  
*The name and return address of the Bidder*

All bid proposals shall be in full compliance with the bid documents which are on file with the Owner and are available for examination at the following locations:

Bid Invitations inclusive of the Bid Documents will be sent out via Meyer Najem Construction, LLC’s Smart Bid - Management Software. Copies of the Bidding Documents may also be obtained from the Eastern Engineering plan room at <http://distribution.easternengineering.com> per the options and prices listed on the Order page. All charges for bidding documents are non-refundable.

Prior to execution of the Contract, the Contractor receiving the contract shall furnish an approved Performance and Payment Bond in the amount of 100% of the contract amount, which shall cover the faithful performance of the Contract and the payment of all obligations arising hereunder. Performance and Payment Bonds shall remain in full force and effect for a period of one year after the Owner’s final settlement with the successful Bidder.

The Owner expects to award the Contract for the Work to the lowest, responsible and responsive Bidder. The Owner reserves the right to hold bids, including any alternates, for up to 60 days from the date of the bid opening. The Owner reserves in its sole discretion the right to reject any and all bids, and to waive any irregularities, discrepancies, omissions, variances or informalities in the bids.

**A Pre-Bid Meeting is scheduled for Thursday, June 15, 2017 at 10:00 am local time, Hamilton Southeastern Schools, 13485 Cumberland Road, Fishers, Indiana 46038**

Immediately following the Pre-Bid Meeting, an opportunity to tour the project site will be offered. Attendance at the Pre-Bid Meeting may be required for a Bid to be considered responsive.

Questions, or requests for equal status, shall be directed in writing (via email) to:

**Attention: Ryan McNeely Or Derek Isaac**

**Meyer Najem Construction, LLC**

**317-577-0007**

[rmcneely@meyer-najem.com](mailto:rmcneely@meyer-najem.com)

[disaac@meyer-najem.com](mailto:disaac@meyer-najem.com)