

DOCUMENT 001113 - ADVERTISEMENT FOR BIDS

1.1 PROJECT INFORMATION

- A. Notice to Bidders: Qualified bidders may submit bids for project as described in this Document. Submit bids according to the Instructions to Bidders.
- B. Project Information:
 - 1. Project: 2017-18 ADDITION
COMMISSARY BUILDING
 - 2. Location: Elkhart Memorial High School
2608 California Road
Elkhart, IN 46514
- C. Owner's Information:
 - 1. Owner: Elkhart Community Schools
 - 2. Address: J.C. Rice Educational Services Center
2720 California Road
Elkhart, IN 46514
- D. Architect's Information:
 - 1. Architect: J. Lake Architecture & Design
 - 2. Address: 129 Quartermaster Court
Jeffersonville, IN 47130
- E. Construction Contract: Bids will be received for the following Work:
 - 1. General Contract (all trades).

1.2 BID SUBMITTAL AND OPENING

- A. Owner will receive sealed lump sum bids until the bid time and date at the location given below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:
 - 1. Bid Date: Tuesday, October 17, 2017.
 - 2. Bid Time: 2:00 p.m. EDT, Elkhart local time.
 - 3. Location: J.C. Rice Educational Services Center
2720 California Road
Elkhart, IN 46514
- B. Bids will be thereafter publicly opened and read aloud.
- C. Proposals received after the Bid Date and Bid Time will be returned unopened.

1.3 BID SECURITY

- A. Bid security shall be submitted with each bid in the amount of five percent (5%) of the total bid amount, including the Base Bid and all additive Alternate Bids.
- B. Bid security may be in the form of cashier's check, certified check, money order, or bid bond.
- C. The Base Bid may be held for a period of forty-five (45) days before awarding the Contracts.
- D. All additive Alternate Bids may be held for a period of sixty (60) days after awarding the Contracts.
- E. Should a successful bidder withdraw their bid, or fail to execute a satisfactory contract within ten (10) days after notice of acceptance of their bid, the Owner may declare the Bid Security forfeited as liquidated damages, not as a penalty.
- F. Owner reserves the right to reject any and all bids and to waive informalities and irregularities.

1.4 BONDING

- A. Successful bidder shall provide a Performance Bond and Payment Bond in the amount equal to one hundred percent (100%) of the total Contract Sum.
- B. Bonds shall be from a surety company approved to conduct business in the state where the work is being performed.
- C. Bonds shall remain in full force and effect for a period of one (1) year after the date of final acceptance of the work.
- D. All costs for the Performance Bond and Payment Bond shall be included in the Base Bid price.

1.5 DOCUMENTS

A. Online Procurement and Contracting Documents:

1. Complete electronic files will be provided to all bidders and suppliers via an online plan room and reprographics company listed herein. All electronic documents may be downloaded directly from the online plan room, or hardcopies printed from the reprographics company. It is the responsibility of all bidders to obtain all information and updates from the online plan room and reprographics company listed herein.
2. Reprographics Company:
Eastern Engineering
1239 North Wells Street
Ft. Wayne, IN 46808
260-426-3119 p
260-426-3101 f
3. Online Plan Room:
www.easternengineering.com
Select "Bid A Job" at the top of the page to enter the online plan room
4. All bidders are responsible for all costs of any desired printed hard copies of drawings and/or specifications directly from the reprographics company at their cost of printing and associated shipping and handling charges.
5. All bidders are required to review, download, print, or otherwise obtain an entire and complete set of Construction Documents, including all Drawings, Specifications, and Addenda posted to the online plan room.
6. The Architect and Engineers retain all copyright to all bid documents, both in digital and hard copy form, as instruments of their professional service and a product of their work. No bidder, supplier, or any other person or entity is permitted to use these documents for any purpose other than preparing a bid for this project.

B. Viewing Procurement and Contracting Documents:

1. All documents are on file with the Owner and Architect and may be examined by bidders at the locations listed herein.
2. Owner: Elkhart Community Schools
J.C. Rice Educational Services Center
2720 California Road
Elkhart, IN 46514
574-262-5500 p
3. Architect: J. Lake Architecture & Design
129 Quartermaster Court
Jeffersonville, IN 47130
502-802-8797 p

1.6 TIME OF COMPLETION

- A. Upon receipt of the Notice to Proceed, the successful bidder shall begin the Work, file for the necessary approvals and permits, submit the required project documentation to the Architect, and mobilize on site.
- B. Contractor shall complete the Work within the Contract Time.
- C. The Contractor shall begin work on site immediately upon Notice to Proceed.
- D. The Contractor shall obtain Substantial Completion of all work by: Friday, July 27, 2018.

1.7 BIDDER'S QUESTIONS

- A. All questions and Procurement Substitution Requests shall be directed to:
 - 1. Architect: James Lake, AIA
J. Lake Architecture & Design
502-802-8797 p
Jamie.lake@jlakearch.com
- B. All questions requiring direction shall be submitted in writing via email.
- C. Simple clarifications or navigation through the documents may be requested via phone or email.

1.8 PREBID MEETING AND SITE ACCESS

- A. Prebid Meeting:
 - 1. There will not be a formal Prebid Meeting held for this project.
- B. Site Access:
 - 1. Bidders may request access to review the site by contacting the Owner as follows:
Bill Drehmel, Director of Building Services
574-304-6879 p
 - 2. The building and site may be viewed any weekday, Monday – Friday, between 3-5 p.m.

1.9 NOTIFICATION

- A. This Advertisement for Bids document is issued by Elkhart Community Schools.

END OF DOCUMENT 001113