



materials, permits, licenses, insurance, and so forth incidental to and required for the construction of the project out indicated within the construction documents.

Each bid must be enclosed in a sealed envelope bearing the title of the Project and the name and address of Bidder. All bids must be submitted on the bid form as identified in the Contract Documents and Specifications.

Each bid shall be accompanied by a certified check or acceptable bidder's bond made payable to the Owner (i.e., Huntington City-Township Public Library), in a sum of not less than five percent (5%) of the total amount of the highest aggregate bid, which check or bond will be held by the Owner as evidence that the bidder will, if awarded the contract, enter into the same with the Owner upon notification from him to do so within ten (10) business days of said notification. All bid bonds shall be made payable to the Owner and be executed by a surety company authorized to do business in the State of Indiana.

Approved performance and payment bonds guaranteeing faithful and proper performance of the work and materials, to be executed by an acceptable surety company, will be required of the Contractor at the time of contract execution. The bonds will be in the amount of 100% of the Contract Price and must be in full force and effect throughout the terms of the Construction Contract plus a period of twelve (12) months from the date of substantial completion.

The Owner reserves the right to accept or reject any bid, or all bids, or to accept any bid or bids, or to make such combination of bids as may seem desirable, and to waive any and all informalities in bidding. Any bid may be withdrawn prior to the above scheduled time for opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. No bid may be withdrawn after the scheduled closing time for receipt of bids for at least ninety (90) days. A condition or unqualified bid will not be accepted.

An out-of-state contractor will have Indiana State Gross Income Tax withheld by the owner, unless they can show proof that they are registered with the Indiana Secretary of State to conduct business in the State of Indiana.

Award will be made to the lowest, responsive bidder. The lowest, responsive, responsible bidder must not be debarred, suspended, or otherwise be excluded from or ineligible for participation in federally assisted programs under Executive Order 12549.

All applicable laws, ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the project throughout.

Bid proposals shall be complete and properly executed on the bid forms provided. Each bid proposal shall include a Non-Collusion Affidavit and State Board of Accounts Form 96, including attachment of contractor's Financial Statement as stipulated in Section III, as required by the statutes of Indiana.

Under Section III of Form 96, the Bidder shall submit a financial statement (i.e., Indiana Form 96A or equivalent). The Owner may make such investigations as deemed necessary to determine the ability of the Bidder to perform the work and the Bidder shall furnish to the Owner all such information and data for this purpose as the Owner may request. The Owner reserves the right to reject any bid if the evidence submitted by, or investigation of, such Bidder fails to satisfy the Owner that such Bidder is properly qualified to carry out the obligations of the Agreement and to complete the work contemplated therein.

Each Bidder is responsible for inspecting the Project site(s) and for reading and being thoroughly familiar with the Contract Documents and Specifications. The failure or omission of any bidder to do any of the foregoing shall in no way relieve any Bidder from any obligation with respect to its Bid.

Wage rates on the project shall not be less than the federal wage scale published by the U. S. Department of Labor.

Bidders on this work shall be required to comply with the provisions of the president's Executive Order No. 11246, as amended. The Bidders shall also comply with the requirements of 41 CFR Part 60 – 4 entitled Construction Contractors – Affirmative Action Requirements. A copy of 41 CFR Part 60 – 4 may be found in the Contract Documents and

Specifications.

**Bidders are urged to attend a pre-bid conference at 2:00 PM on Thursday, July 26<sup>th</sup>, 2018 at the project site, located at 255 W Park Drive, Huntington, IN, with representatives of the Owner and Architect present to discuss construction sequence, bidding requirements and information; contractor's work and storage areas; and requirements for contractor's personnel.**

Published by the authority of:      Beka Lemons, *Library Director*  
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END OF SECTION