

## NOTICE TO BIDDERS

Notice is hereby given that the Kokomo School Corporation will be receiving sealed bids at the Administrative Service Center, Superintendent's Office, located at 1500 South Washington, Kokomo, Indiana, until 1:00 p.m., local time, Tuesday, June 13, 2017 for the Sycamore Elementary School Renovations.

Each bid proposal shall include all labor, material and services necessary to complete the project in strict accordance with the drawings and specifications as prepared and on file in the office of MSKTD & Associates, Inc., 1715 Magnavox Way, Fort Wayne, Indiana 46804.

The Project includes the construction of a small addition to the existing main entry to the building. The addition will be included in the relocation of the existing main office. A new student services area will be constructed where the existing main office vacated. A new media center will be created within the existing building. A set of existing student restrooms will be renovated. The cafeteria will be renovated, and new equipment installed in the serving line. A section of the School will receive new floor coverings, and the existing walls will be painted. There will be associated mechanical, plumbing, and electrical work associated with the renovation.

The Owner has a separate contract with a roofing contractor for re-roofing portions of the building. The Owner's contractor will be handling the roofing on the small addition and the penetrations for mechanical units. This contractor will need to coordinate with the roofing contractor for work to be done in this project.

The bids shall be a single prime, lump sum. The bid opening will be public.

Bids shall be properly and completely executed in accordance with the Instructions and Supplementary Instructions to Bidders and shall be submitted on the most current version of Indiana Form 96 and the Supplementary Bid Form included in the specifications.

A Bid Bond in the amount of 5% of the bid shall accompany each bid.

A Prebid Meeting will be held at 11:00 a.m. (local time) on Wednesday, May 31, 2017 at the project site located at 1600 East Sycamore Street, Kokomo, Indiana.

Bidder shall contact Tom Roache, (765) 454-7110, to schedule access to areas being worked on.

Indiana State Gross Retail and Use Tax is not to be included in the Bid Price, as Kokomo School Corporation is tax exempt. The provision shall apply both to transactions between Kokomo School Corporation and the Unified Contractor and any subcontractors, and to transactions between the material suppliers to the Unified Contractor and any subcontractors.

A Performance Bond and Payment Bond in the amount of 110% percent of the contract price shall be required upon notification of the successful bidder prior to signing of the contract.

Bids shall not be modified, withdrawn or canceled, without the Owner's written consent, for a period of ninety (90) calendar days commencing from the day bids are received.

All bids shall be itemized, and all signatures must include the corporate position of the signer and shall be properly notarized.

The successful bidder will be required to furnish insurance covering Workmen's Compensation, Public Liability and Property Damage, and any other which may be required, before the contract can be signed and issued.

The Owner reserves the right to waive any formalities and informalities or to reject any and all bids. The Owner shall accept bids which, in his judgment, are in his own best interests, subject to the limitations of Indiana law. Bids received after the time set to receive bids shall be returned unopened.

Documents may be purchased from Eastern Engineering, 1239 Wells Street, Fort Wayne, Indiana, 46808, or from their Muncie or Fishers, Indiana offices. Contact Eastern Engineering at (260) 426-3119 for purchase price and instructions on how to obtain the documents. Only full sets of documents will be printed, partial sets will not be allowed. The cost for purchasing the documents is non-refundable. Additional documents shall be available for inspection at MSKTD & Associates, Inc. Successful bidder will be provided with 20 full sets of documents.

The construction must be completed as follows:

1. Board Meeting to award contract, June 14, 2017.
2. Letter to Proceed, June 15, 2017.
3. Submittals to be completed within 30 days from the date the contract between Contractor and Owner has been executed.
4. The exiting Media Center is to be moved to a temporary location in the existing building before any construction may start on the Main Office Area. The temporary Media Center must be up and running before students arrive August 2, 2017.
5. The main entry must have at least one entry available during the entire project. This is the Main Office Area and must be complete for Owner move-in December 20, 2017 to January 2, 2018.
6. The Student Services Area may be started once the Owner has moved into the Main Office Area and must be ready for Owner move in April, 2018.
7. The new Media Center may be started once the Owner has moved into the Student Services Area and must be substantially complete by July 18, 2018.
8. The Cafeteria/Serving Area and Student Restrooms may be started after the students' last day of school on May 25, 2018 and be substantially complete July 18, 2018.
9. Floor coverings and painting may be started June 15, 2017 and be substantially complete July 18, 2018. The building will be occupied during the 2017 -2018 School year.
10. Substantial Completion is to be July 18, 2018.
11. Final Completion is to be July 31, 2018.

Marsha Bowling  
Kokomo School Corporation  
Board President

Stephanie McClelland  
Kokomo School Corporation  
Board Secretary