

SECTION 000010 - NOTICE TO BIDDERS

Sealed bids for the Server Support Systems Improvements will be received by the Richmond Community Schools (hereinafter referred to as the "Owner") at the Richmond Community Schools Board Room, 300 Hub Etchison Parkway, Richmond, Indiana 47374 until 1:00 P.M. Local Time, the 31st day of October, 2017. The bids shall be noted for date and time upon receipt. All bids will be publicly opened and read aloud on October 31, 2017 at 1:00 P.M. Local Time.

Complete and detailed Bidding Documents for this work are on file and may be examined by prospective bidders at the following places:

On Line:

Eastern Engineering Supply
9901 Allisonville Road
Fishers, IN 46038
www.easternengineering.com

Department of Building and Grounds
Richmond Community Schools
302 North 7th Street
Richmond, IN 47374

Bids shall be submitted for the following divisions of work.

MECHANICAL, ELECTRICAL, AND RELATED CONSTRUCTION

Work generally includes the following:

Richmond Schools Administration Building

Replace Computer Room Air Conditioning Units in the Server Room with 2 new units.
Provide an outdoor 80 KW natural-gas Standby Power Generator. Perform miscellaneous related work.

Bidders are required to submit proposals for all allowance and alternate requirements as provided in the Bidding Documents.

The Work for which the proposals are requested includes all labor and materials, transportation services, equipment, and everything required for the proper and complete provisions of each division or part of the work.

The work on this project shall be performed in accordance with the specifications prepared by Don R. Miller PE, Engineering Services, together with all addenda issued.

All work shall be performed in accordance with the Contract Documents.

Bids shall be submitted on Indiana State Board of Accounts Bid Form (General Form 96 Revised 2013), with Non-Collusion Affidavit and Standard Questionnaire, all properly executed, signed and sealed and properly notarized with seal affixed.

Each bid must be accompanied by a bid guarantee, made payable to the order of Richmond Community Schools, as its respective interests may appear, which shall not be less than five percent (5%) of the amount of the bid; and, at the option of the Bidder, may be a certified check, a bank draft, U. S. Government Bearer Bond (par value), or a Bid Bond, AIA Form A310, or a bonding company's standard bid bond, provided it is substantially the same as the AIA A310. Certified check or bank draft must be made payable to the order of the Owner. Cash deposits will not be accepted.

In the event the Bidder withdraws his bid or fails to execute a satisfactory Contract and furnish acceptable Performance and Labor and Material Payment Bonds within ten (10) days after a Contract has been awarded to such Bidder by the Owner, said Owner may declare the Bidder's bid guarantee forfeited to the Owner as liquidated damages, but not as a penalty.

No Bidder may withdraw his bid for a period of ninety (90) days after bid opening.

The Contractor to whom an award is made will be required to furnish and pay for acceptable Performance & Labor and Material Payment Bonds, in the amount of One Hundred Percent (100 %) of the Contract Price, and guaranteeing the performance of said Contract according to the executed terms thereof. Such Bonds shall be in full force and effect for a period of at least twelve (12) months after date of final completion and acceptance of the longest guarantee provided under the Contractor's Contract. All such bonds shall comply with all laws of the State of Indiana governing public contracts let by governmental units.

Complete Bidding Documents may be obtained by Bidders from Eastern Engineering Supply, 9901 Allisonville Road, Fishers, IN 46038; e-mail www.easternengineering.com, at the cost of reproduction charged by, and payable directly to, Eastern Engineering Supply. The cost of Bidding Documents is not refundable.

All Bidders will be presumed to and will be required to acquaint themselves with all provisions in said Bidding Documents to which reference is hereby made.

Indiana State gross retail and use tax is not to be included in the Bid Price, as the Owner is tax exempt. This provision shall apply both to transactions between the Owner and the Prime Contractor and to transactions between the Prime Contractor and any Sub-contractor or Supplier furnishing service or material to the Prime Contractor.

The Owner reserves the right to reject any and all Bids; is not obligated to accept the lowest or any other Bid; and may waive any formalities in bidding procedure.

The Contract for work under these bids obligates the Contractor and Subcontractors not to discriminate in employment practices. The Contract will also require the Contractor to complete at least twenty-five percent (25%) of the labor portion of his Contract with his own organization exclusive of supervision.

SUBMISSION OF BIDS

The Bid, bid security, and other documents required to be submitted with the Bid shall be enclosed in a sealed opaque envelope. The envelope shall be address to the party indicated below and shall be identified with the Project name, and the Bidder's name and address. If the Bid is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope with the notation "SEALED BID ENCLOSED" on the face thereof.

Mr. Todd Terrill Superintendent of Schools
Richmond Community Schools
Server Support Systems Improvements
300 Hub Etchison Parkway
Richmond, Indiana 47374

Board of School Trustees

By: Ms. Dixie Robinson, President
Ms. Suzanne Derengowski, Vice President
Mr. Aaron Stevens, Secretary
Ms. Deborah Moore, Member
Mr. Jeff Slifer, Member
Mr. Brad Walton, Member
Mr. John Weber, Member

END OF SECTION 000010