

**FISHER BUILDING STAIRWELL FLOORING INSTALLATION  
IVY TECH COMMUNITY COLLEGE**

**Jan-14**

SECTION 000200 – INVITATION TO BID

Notice is hereby given that sealed bids will be received

By: Ivy Tech Community College East Central Region  
345 S. High St.  
Muncie, IN 47305

For: **Fisher Building Stairwell Flooring Installation**  
345 S. High St.  
Muncie, IN 47305

At: Fisher Building- Front Desk  
345 S. High St.  
Muncie, IN 47305

Until: 1:00 PM (local time) Wednesday, February 5th. Bids received after that time will be returned unopened.

Bid Opening: Bids will be publicly opened and read aloud in room #112 of the Fisher Building at 1:00 PM on Wednesday, February 5th.

Copies of the detailed Instructions to Bidders, Drawings and Specifications dated January 22, 2014, may be purchased from **Eastern Engineering**, 2810 N. Wheeling Ave., Muncie, IN 47304; phone 765-284-3119; Hrs. M-F 8 AM-5 PM. Documents may be purchased as a complete set only. Drawings may also be viewed and ordered via Eastern Engineering's online plan room, <http://distribution.easternengineering.com>.

Construction shall be in full accordance with the Bidding Documents which are on file with the Owner and may be examined by prospective bidders at the following locations:

GEA Architects, LLC  
108 E. Jackson St.  
Muncie, IN 47305  
Phone (765) 289-9155

McGraw Hill Construction - Dodge  
Online at: [www.dodge.construction.com](http://www.dodge.construction.com)

Reed Construction Data  
30 Technology Parkway South, Suite 500  
Norcross, GA 30092-2912

Indiana AGC Plan Room  
10 West Market Street, Suite 1050  
Indianapolis, IN 46204

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BX Indiana Construction League of Indiana  
1200 South Madison Ave., Suite LL20  
Indianapolis, IN 46225

Bids shall be unified and shall be received for a single prime contract.

Bids shall be properly and completely executed in accordance with the Instructions to Bidders and Additional Bidding Requirements (Sections 000210 and 000400 of the Project Manual) and shall be submitted on the State Board of Accounts Form 96 and Supplement to Bid Form 96 provided in the Project Manual.

Required documents to be submitted with the bid include:

1. State Board of Accounts Form 96 - completely executed and notarized.
2. Financial statement required by Form 96
3. Supplement to Bid Form 96 - completely executed and notarized.
4. Bid Security in the amount of ten percent (10%) of the Base Bid. Acceptable forms include: certified cashier's check or fully executed Bid Bond.
5. Statement of Compliance with Resolution 2004-32 - from the Bidder and all proposed subcontractors. Bidders shall fully inform themselves of the terms and conditions of Ivy Tech Community College State Trustee Resolution 2004-32 regarding the use of apprentices, reprinted in the Project Manual, Section 000310. Bidders and sub-bidders who do not comply with the Resolution and/or do not submit the required Statement of Compliance with their bid may have their bid disqualified.

Tax Exempt: Indiana State Gross Retail and Use Tax shall not be included in the Bid Price due to Ivy Tech's tax exempt status. This provision shall apply both to transactions between Ivy Tech and the Prime Contractor, the Prime Contractor and any Subcontractors, and to transactions between the material suppliers and the Prime Contractor.

Due to the estimated cost of the project, the use of a common wage scale is not anticipated.

Work will be done in conjunction and concurrent with existing site and building use. Care must be exercised to protect existing adjacent buildings, adjacent materials, landscaping, vehicles, etc. when work is performed. Contractor is responsible for repairing all damages. 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 executed.

The successful Bidder shall be required to submit the following items:

- A. Within 24 hours following the bids due date:
  - 1) List of subcontractors and materials to be used on the project.
- B. Within 7 days following the bids due date:
  - 1) Schedule of Values

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- 2) Documentation of compliance with Resolution 2004-32 per the Project Manual, Section 000300 'Contractor and Subcontractor Responses and Documentation for Ivy Tech Community College, State Trustee Resolution 2004-32'
- 3) Performance and Payment Bonds for one hundred percent (100%) of their Contract amount
- 4) Certificates of Insurance

All enumerated items above must be furnished by the Contractor prior to execution of the Contract and within the stated time frame. Failure to do so may result in forfeiture of the Bidder's Bid Security check or Bid Bond.

Bids may be held for a period not exceeding ninety (90) days from the due date for the purpose of reviewing and investigating qualifications of Contractors prior to award of work. The Owner reserves the right to waive irregularities and to reject any or all proposals.

Ivy Tech Community College is an Equal Opportunity, Affirmative Action State College.

Dr. Andrew Bowne, Chancellor East Central Region  
Ivy Tech Community College of Indiana

**END OF SECTION 000200**

*A short form 'Notice to Bidders' has been placed in legal notices to be published on Wednesday January 22, 2014 in The Star Press (Muncie) and the Herald Bulletin (Anderson).*