

## **ADVERTISEMENT FOR BIDS**

### **HAMILTON NORTH PUBLIC LIBRARY ATLANTA AND CICERO INDIANA PUBLIC LIBRARIES**

#### **NOTICE**

NOTICE is hereby given, Hagerman, Inc., hereinafter "Construction Manager" on behalf of the Hamilton North Public Library hereinafter "Owner," will receive sealed bids for maintenance and energy improvements to the Atlanta and Cicero, Indiana public libraries.

The Construction Manager's main point of contact shall be:

Steve Meier  
Senior Estimator  
Hagerman, Inc.  
10315 Allisonville Road  
Fishers, IN 46038  
Phone: 317-577-6836  
Fax: 317-577-6841  
Email: smeier@hagermangc.com

#### **SCOPE OF WORK**

The project includes maintenance and energy improvements at two separate facilities.

The scope of work to be performed at the Atlanta Public Library, located at 100 Walnut Street, Atlanta, Indiana 46031, includes, but is not limited to, clay tile roof and underlayment replacement; wall framing, insulation, drywall and painting.

The scope of work to be performed at the Cicero Public Library, located at 209 W Brinton Street, Cicero, Indiana 46034, includes, but is not limited to, fire protection, plumbing, mechanical, geothermal, electrical, earthwork and landscaping.

#### **RELEVANT PROJECT EXPERIENCE**

Bidders submitting on the clay tile roofing scope of work shall have a minimum of five years documented relevant project experience and hold an active Ludowici Crown Roofer Certification. Bidders shall submit a narrative with its bid describing such prior project experience in detail.

Bidders submitting on the geothermal and mechanical scope of work shall be a National Ground Water Association certified well driller and have a current International Ground Source Heat Pump Association (IGSHPA) Certification, having completed an IGSHPA training course in the fundamentals of design, installation, and operation of ground source systems, and having passed the IGSHPA certification examination. Ground heat exchanger fabricators shall have completed a heat fusion school in which each participant has performed a heat fusion procedure under direct supervision of an IGSHPA Certified Heat Fusion Technician. The Fusion Technician shall be thoroughly familiar with heat fusion procedures, and have had formal training at a heat fusion school under direct supervision of an IGSHPA certified instructor. The geothermal energy direct-use system installer shall also demonstrate that they have successfully installed a minimum of four (4) similar projects that, in aggregate, equal or exceed the size of the proposed project. Bidders shall submit a narrative with its bid describing such prior project experience in detail.

#### **PRE-BID CONFERENCE**

A pre-bid meeting for the work being performed at the Cicero Public Library will be held at 1:00 P.M. local time on October 16, 2017 at 209 W Brinton Street, Cicero, IN 46034.

A pre-bid meeting for the work being performed at the Atlanta Public Library, will be held at 3:30 P.M. local time on October 16, 2017 at 100 Walnut Street, Atlanta, IN 46031.

All subcontractors, suppliers, small, minority or women owned enterprises and other interested parties are invited to attend.

## **BID DOCUMENTS**

Bid Documents will be available on or after October 9, 2017.

Bid Documents may be examined for free at the following locations:

Location 1  
Hagerman, Inc.  
Plan Room  
10315 Allisonville Road  
Fishers, IN 46038

Location 2  
Atlanta Library  
Front Desk  
100 Walnut Street  
Atlanta, IN 46031

Location 3  
Cicero Library  
Front Desk  
209 W Brinton Street  
Cicero, IN 46034

Paper copies of the Bid Documents may be obtained at Bidder's cost from:

Eastern Engineering Supply  
9901 Allisonville Road  
Fishers, IN 46038  
Phone: 317-598-0661  
Web: [www.easternengineering.com](http://www.easternengineering.com)

Digital/Electronic copies of the Bid Documents may be obtained through Oracle/GradeBeam, by making a written email request to:

Steve Meier  
Senior Estimator  
Hagerman, Inc.  
Email: [smeier@hagermangc.com](mailto:smeier@hagermangc.com)

## **EXAMINATION OF SITE AND DOCUMENTS**

The Bidder shall carefully study and compare the Bid Documents with each other and with other work being bid concurrently or presently under construction to the extent that it relates to the Work for which the Bid is submitted, shall examine the site and local conditions, and shall at once report to the Contractor errors, inconsistencies or ambiguities discovered.

Bidders requiring clarification or interpretation of the Bid Documents shall make a written request to the Construction Manager's main point of contact no less than five (5) calendar days prior to the date for receipt of Bids.

Interpretations, corrections, and changes to the Bid Documents will be made by Addendum. Interpretations, corrections and changes to the Bid Documents made in any other manner will not be binding and Bidders shall not rely upon them.

### **PRE-BID QUESTIONS**

No pre-bid questions will be considered prior to receipt of Bids unless written request has been received by the Construction Manager's main point of contact at least five (5) calendar days prior to the date for receipt of Bids.

If the Owner and or Architect respond to pre-bid questions prior to the receipt of Bids, such responses will be set for in an Addendum. Bidders shall not rely upon responses to questions made in any other manner.

### **REQUESTS FOR SUBSTITUTION**

The materials, products and equipment described in the Bid Documents establish a reference standard of required design, function, dimension, appearance, quality, strength, durability, usefulness, serviceability, spare parts availability, operating cost, convenience and for purpose intended and must be met by any proposed substitutions.

It shall be the Bidder's responsibility to meet the listed requirements if it intends to utilize any of the Acceptable Manufacturers in lieu of the reference standard.

No request for substitution will be considered prior to receipt of Bids unless written request for approval has been received by the Construction Manager at least five (5) calendar days prior to the date for receipt of Bids. The burden of proof of the merit of the proposed substitution is upon the proposer. The Owner and or Architect's approval or disapproval of a proposed substitution shall be final.

If the Owner and or Architect approve a proposed substitution prior to the receipt of Bids, such approval will be set for in an Addendum. Bidders shall not rely upon approval made in any other manner.

### **ADDENDA**

Addenda, if any, will be made available to all Bidders who are known by the Construction Manager to have received a complete set of bidding documents.

No Addenda will be issued later than two (2) calendar days prior to the date for receipt of Bids, except an Addendum withdrawing the request for bids or one which includes postponement of the date for the receipt of Bids.

Each Bidder shall ascertain prior to submitting a bid that it has received all Addenda issued, and the Bidder shall acknowledge its receipt in the Bid.

### **ALLOWANCES, UNIT PRICES AND ALTERNATES**

Allowances, if any, shall be used by the Bidder to pay the Cost of the Work per Construction Manager's written direction. Allowances are firm for the life of the project. Any unused Allowances shall be returned upon the final accounting of the Work.

Unit Prices, if any, shall include all labor, material, tools, equipment, applicable taxes, insurance, licenses, permits, supervision, engineering, incidentals, overhead and profit, necessary or required for the complete performance of the Work. Unit prices shall be firm for the life of the project.

Alternates, if any, shall include all labor, material, tools, equipment, applicable taxes, insurance, licenses, permits, supervision, engineering, incidentals, overhead and profit, necessary or required for the complete performance of the Work. Alternate prices shall be firm for the life of the project.

### **BID SUBMISSION**

Sealed bids must be received by Hagerman, Inc., located at 10315 Allisonville Road, Fishers, IN 46038, no later than 2:00 P.M. local time on October 23, 2017. Bids received after such hour will be returned unopened.

Bids shall be enclosed in a sealed opaque envelope. Each envelope must bear the title of the Project, the name, address and phone number of the Bidder, and the bid items submitted. All bids must be submitted on the bid forms as identified in the Bid Documents.

The work to be performed and the bid to be submitted shall include sufficient and proper sums for all labor, material, tools, equipment, taxes, insurance, licenses, permits, supervision and engineering incidental to and required for the complete performance of the work. All bids are to be in strict accordance with the Bid Documents. A conditional or qualified Bid will not be accepted.

Owner is committed to providing an equal opportunity for participation of Minority, Women, or Veteran Owned Business ("XBE") firms. Owner extends to each individual, firm, vendor, supplier, contractor and subcontractor an equal opportunity to compete for business and strongly encourages voluntary utilization of disadvantaged and/or minorities to reflect both industry and community ethnic composition. Bidders shall take all necessary and reasonable steps to ensure that XBE firms have the maximum opportunity to compete for and perform work on this project.

Bidders shall not discriminate against any worker, employee or applicant or any member of the public because of race, creed, color, religion, gender, national origin, age, disability, or veteran status, nor otherwise commit an unfair employment practice. Bidders will take affirmative action to ensure that applicants are employed, and that employees are dealt with during employment, without regard to their race, creed, color, religion, gender, national origin, age, disability or veteran status.

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

Each bid shall be accompanied by a certified check or acceptable bidder's bond made payable to the Owner, 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) days of said notification.

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 Subcontractor at the time of contract execution. The bonds will be in the amount of one hundred percent (100%) of the Contract Price and must be in full force and effect throughout the term of the Construction Contract plus a period of twelve (12) months from the date of substantial completion.

Award will be made to the low, responsive, responsible bidder.

Any bid may be withdrawn prior to the above scheduled time for the 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.

The Owner reserves the right to 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.

The Owner reserves the right to accept any Alternates in any order or combination, unless otherwise specifically provided in the Bid Documents, and to determine the low Bidder on the basis of the sum of the Base Bid and any Alternates accepted.

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.

This Bid Advertisement shall be considered part of the Bid Documents.

**END OF ADVERSTISEMENT**