

NOTICE TO BIDDERS

NOTICE IS HEREBY GIVEN THAT SEALED PROPOSALS FOR THE CONSTRUCTION OF A NEW FLOOR AT STATION #1 FOR THE MUNCIE FIRE DEPARTMENT **SHALL BE RECEIVED** AT THE MUNCIE CITY CLERK'S OFFICE, 300 N. HIGH STREET, MUNCIE, INDIANA UNTIL 3:00 PM LOCAL TIME TUESDAY OCTOBER 24, 2017. BIDS RECEIVED AFTER THE STATED TIME AND DAY SHALL BE RETURNED UNOPENED. BIDS WILL THEN BE OPENED AND PUBLICLY READ ALOUD AT THE BOARD OF WORKS MEETING ON THE FIRST FLOOR OF CITY HALL THE FOLLOWING MORNING AT 9:00 AM WEDNESDAY OCTOBER 25, 2017. BIDS WILL THEN BE TAKEN UNDER ADVISEMENT FOR REVIEW BY THE OWNER AND THE ARCHITECT.

BIDDERS **MUST** VISIT AND INSPECT THE SITE IN PREPARATION OF AND PRIOR TO SUBMISSION OF THEIR BID. BIDDERS MAY ACCESS THE CURRENT SITE BY CALLING THE MUNCIE FIRE DEPARTMENT AT 765-747-4870 FOR AN APPOINTMENT.

THE FLOORING PROJECT SHALL BE BID AND CONSTRUCTED UNDER ONE (1) LUMP-SUM CONTRACT WITH THE OWNER.

BIDDERS SHALL ENCLOSE WITH EACH BID, INDIANA STATE BOARD OF ACCOUNTS BID FORM NO. 96 AND NON-COLLUSION AFFIDAVIT, A BID BOND AND OTHER DOCUMENTS OUTLINED IN THE SPECIFICATIONS.

A BID SECURITY IN THE FORM OF A CERTIFIED CHECK OR A PROPERLY EXECUTED BID BOND SHALL ACCOMPANY EACH BID. THE BID SECURITY SHALL BE IN THE PENAL AMOUNT OF FIVE PERCENT (5%) OF THE TOTAL BID. BID SECURITY SHALL BE FORFEITED IF BID IS WITHDRAWN AFTER CLOSING TIME ON THE DATE FOR RECEIVING BIDS.

THE CONSTRUCTION DOCUMENTS MAY BE OBTAINED FROM EASTERN ENGINEERING SUPPLY INC. 2810 N. WHEELING AVE., MUNCIE, IN, 47304 – TEL. 765-284-3119 BY DEPOSITING \$100.00 FOR EACH COMPLETE SET. NO PARTIAL SETS WILL BE ISSUED BY DEPOSIT. SETS OF DRAWINGS SHALL BE ORDERED BY CONTRACTOR PRIOR TO PICK-UP. DEPOSITS FOR COMPLETE SETS ARE FULLY REFUNDABLE TO EACH BIDDER WHO SUBMITS A BON-A-FIDE BID AND IF THE DOCUMENTS ARE RETURNED IN GOOD CONDITION WITHIN TEN (10) DAYS AFTER THE BID DATE. DEPOSIT CHECKS SHALL BE MADE PAYABLE TO THE CITY OF MUNCIE. ADDITIONALLY, THE CONSTRUCTION DOCUMENTS MAY BE VIEWED IN THE OFFICE OF THE ARCHITECT, TAYLOR ARCHITECTS, INC., 111 E. WASHINGTON ST., MUNCIE, INDIANA.

THE SUCCESSFUL BIDDERS SHALL BE REQUIRED TO FURNISH A PERFORMANCE BOND FOR 100% OF THEIR FULL CONTRACT AMOUNT PRIOR TO EXECUTION OF CONTRACTS. BONDS SHALL BE IN FULL FORCE AND IN EFFECT FOR A PERIOD OF AT LEAST 12 MONTHS AFTER THE DATE OF FINAL COMPLETION AND FINAL ACCEPTANCE OF THE WORK PROVIDED UNDER THE CONTRACTOR'S CONTRACT.

THE OWNER RESERVES THE RIGHT TO REJECT EACH AND EVERY BID, AND TO WAIVE INFORMALITIES, IRREGULARITIES, AND ERRORS IN THE BIDDING TO THE EXTENT PERMITTED BY LAW. THIS INCLUDES THE RIGHT TO EXTEND THE DATE AND TIME FOR RECEIPT OF BIDS.

IN THE EVENT THAT A RESPONSIBLE BID IS NOT RECEIVED OR IF IT IS DETERMINED THAT THE LOW BID RECEIVED IS TOO HIGH, THE BIDS RECEIVED WILL BE REJECTED AND THE PROJECT WILL BE REVISED AND OR RE-BID.

NO BIDDER MAY WITHDRAW HIS BID WITHIN THE 60 CALENDAR DAYS AFTER THE BID OPENING.

BIDS SHALL BE PROPERLY EXECUTED; ADDRESSED TO THE CITY OF MUNCIE, INDIANA, SUBMITTED ON THE FORMS PROVIDED (OR A FACSIMILE THEREOF), TOGETHER WITH THE OTHER DOCUMENTS REQUIRED BY THE INSTRUCTIONS TO BIDDERS.

THIS NOTICE AND REQUEST FOR BIDS IS DATED SEPTEMBER 28, 2017.

MFD#1