

2.15.21 Rebid Overhead Doors, Elevators, Theatrical Equipment

The following information and special instructions is being furnished to prospective Bidders desiring to submit Bids for the Work on the following project.

NOTE: Bids for this project will only be accepted from invited bidders.

A. Project Information

1. Project Name: Homestead High School Additions and Renovations
Phase 2B – Auditorium & Gymnasium
2. Project Description:
 - a. Refer to the following for detailed explanation/information: Division 1, Section 01 0110 – Summary of Work (breakdown of the Bid Items).
3. Project Location:
Homestead High School
4310 Homestead Rd.
Fort Wayne, IN 46814
4. Contract Documents prepared by:

CSO Architects – Interior Design
8831 Keystone Crossing
Indianapolis, IN 46240
Phone: 317-848-7800
Contact: Brent Hite/Emily Newton

Engineering Resources
11020 Diebold Rd.
Fort Wayne, IN 46845
Phone: 260-490-1025
Contact: Dan Brincefield

MKM Architecture + Design
119 West Wayne St.
Fort Wayne, IN 46802
Phone: (260) 422-0783
Contact: Dodd Kattman, Claire Purmort, Ben McHugh

Design 27 Technology + Acoustics
1650 E. 49th St.
Indianapolis, IN 46205
Phone: (317) 536-8000
Contact: Doug Driscoll
Performance Services, Inc.

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4670 Haven Point Blvd.
Indianapolis, IN 46280
Phone: (317) 819-1342
Contact: Kevin Baum, PE

LHB Inc.
550 Virginia Ave.
Indianapolis, IN 46203
Phone: 317-423-1550
Contact: Mark Lavier

CONTEXT Design
12 S St. Ste 200
Fortville, IN 46040
Phone: 317-485-6900
Contact: Fred Prazeau

Hagerman, Inc.
Construction Manager
510 West Washington Blvd.
P. O. Box 11848
Fort Wayne, IN 46861
Phone: (260) 424-1470

Contact Person:
Jay Wilhelm, Director of Pre-Construction/Project Executive
Cell: (260) 341-7231/email: jwilhelm@hagermangc.com

Chris Moore, Sr. Project Manager
Cell: (419)235-7161/email: cmoore@hagermangc.com

Chris Freiburger, Director of Estimating
Ofc: (260)424-1470 /email: cfreiburger@hagermangc.com

Ryan Clingenpeel, Project Manager
Cell: (260)750-9088/email: rclingenpeel@hagermangc.com

Randy Vondran, Project Superintendent
Cell: (260)410-0552 / email: rvondran@hagermangc.com

Rachel Gumbiner, Project Engineer/Coordinator
Ofc: (260)424-1470 /email: rgumbiner@hagermangc.com

Garrett Drysdale, Project Engineer
Cell: (260)615-5475/email: gdrysdale@hagermangc.com

B. Special Instructions to Bidders

1. The following bidding instructions are a component part of each Bid wherein they are applicable:
 - a. Submission and Receipt of Bids:
 - 1) Bid Item(s): **Bid Items BP-13 – Overhead Doors, BP-22A-C Theatrical Equipment, BP-23 Elevator**
Bid Items 1 – 4 and balance of bid packages were previously bid
 - a) The Construction Manager and Owner will receive bids from invited bidders for the following Bid Item(s) of the Project:
2. Refer to Section 01 0110 – “Summary of Work” for a breakdown of Bid Item(s).
3. **Bid Delivery: BIDS WILL NOT BE ACCEPTED VIA EMAIL**
 - a. Deliver bids on **Wednesday, March 3rd, 2021 from Noon until 2:00 p.m. (EST) to:**
Attn: Hagerman, Inc.
SACS Central Office
4824 Homestead Rd.
Fort Wayne, IN 46814
 - 1) Bids submitted on the bid opening date will be received from 12:00 p.m. until the hour of 2:00 p.m. Fort Wayne, Indiana time, on **Wednesday, March 3rd, 2021 until 2:00 p.m. (EST).**
 - 2) Bids received after time and date designated for receipt of bids may be returned declined. Bidders assume full responsibility for timely delivery of bids.
 - 3) **BIDS MUST BE HAND DELIVERED OR SENT VIA USPS:**
All copies of Bid, Bid Security and all other Documents required to be submitted with the Bid Form and shall be enclosed in a sealed opaque envelope addressed to:
Attn: Hagerman, Inc
SACS Central Office.
4824 Homestead Rd.
Fort Wayne, IN 46814

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Mark the envelope in the lower right corner:

Phase 2B – Auditorium & Gymnasium – Rebid Overhead Doors, Elevator and Theatrical Equipment List bid item number(s) and brief description of bid item(s).

- 4) In addition, include on the face of the envelope the Bidder's name, address, and telephone number.
- 5) **BIDS WILL NOT BE ACCEPTED VIA EMAIL.**
- 6) Bids will be opened publically and read aloud immediately following receipt and organization of bids. Location of bid opening, whether in person or virtually, will be contingent upon restrictions of current federal mandates due to the COVID-19 pandemic, on the day of the bid opening. The proposed location shall be the Construction Site Office of Hagerman, Inc., inside Door 20 of the Freshmen Academy of Homestead High School, 4310 Homestead Rd., Fort Wayne, IN. 46814.

C. Bid Documents

1. The bidding documents include the following:
 - a. Project Drawings Volumes 1 – 3 dated 10.28.20.
 - b. Project Manual No. 1 Front End Specifications/Bid Packages
 - c. Project Manual No. 2 Volume 1 - Project Specifications covering Divisions 01 through 10 dated 10.28.20
 - d. Project Manual No. 3 Volume 2 - Project Specifications covering Divisions 11 through 32 dated 10.28.20
 - e. Addendums 1 - 4
2. Procurement: **Bid documents will be available on or after Friday, February 12, 2021** and may be obtained from the Smartbid link forwarded by Hagerman, Inc. Documents are also on file and sets can be ordered at:
Eastern Engineering
1203 Webster St.
Fort Wayne, IN 46802
260-426-3119

All printing costs will be the responsibility of the bidder.

3. Should you have any questions for accessing documents contact Michelle Shoaf at 260-424-1470 or by email at mshoaf@hagermangc.com.

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D. General Instructions

1. Each Bid shall have the amount clearly and legibly written with ink or typed on the prepared Bid Form.
2. Each bidder if submitting a combination bid must first list the bid package bids separately then provide a combination bid where noted on the bid form.
3. Clarification letters or attachments to bid forms defining specific exclusions of scope of work or the Bid Package will not be accepted. Owner and CM reserve the right to reject any and all bids that are not complete. Any bidder intentional deleting or excluding scopes of work will be considered a non-responsive bidder.
4. Each Bidder submitting a Bid represents that he/she has read and understands the Bidding Documents and Scope of Work. Each Bidder represents that he/she has visited the site and has adequately familiarized himself/herself with the existing conditions, whether included in the construction documents or not, and fully understands the intent of the scope of work to which he/she is bidding.
5. No additional cost to the Owner will be allowed by a Bidder's failure to conduct a complete and thorough on-site inspection of existing conditions prior to submitting its Bid.
6. The description or naming of materials, products and equipment in the bidding documents is done for the purpose of establishing the Reference Standard of required function, dimension, appearance and quality, and not for the purpose of limiting competition.

It shall be the Bidder's responsibility to meet the above requirements if Bidder intends to utilize any of the Acceptable Manufacturers in lieu of the Reference Standard.

- a. Substitutions and approvals during bidding.
 - 1) Whenever products or materials are specified as "Standards" or they are otherwise named, approval of other equal quality products shall be obtained by requesting in writing and presenting for evaluation such product or material to the Architect no later than seven (7) calendar days prior to date set for receipt of Bids. Submittals made after the above time frame may not be processed.
 - a) If approval is granted, product or material will be added by addendum.

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- b) No direct reply will be made to any requests for changes, however changes approved by the Architect will be stated in an addendum issued to all bidders by the Construction Manager.
 - c) Related requirements are described in Specifications - Product Options and Substitutions.
- 7. Bids shall be good for a period of sixty (60) days after the receipt of bids.
- 8. The Construction Manager and Owner reserves the right to reject any and all bids and waive any informality in the bidding.
- 9. Separate Subcontracts will be awarded for various sections and Alternates (if any) as desired for this Work.
- 10. A complete list of Sub-contractors and Suppliers/Manufacturers of Materials and Equipment (a sample Sub-contractor/Material Supplier List follows this Section) is to be included with the Bids. After approval of this list by the Construction Manager, Architect/Engineer and Owner, the list shall not be changed unless authorized in writing, said change resulting in a cost savings to the Owner or otherwise to the Owner's best interest. Additional unit prices for changes in the Work shall also be provided at the request of the Owner, Architect/Engineer, and Construction Manager.
- 11. Bidders shall also be prepared to submit a Bid Breakdown including, but not limited to, labor, materials, Sub-subcontractors, overhead, profit, etc. if/when required.
- 12. Bonds
 - a. Estimate for cost of Performance and Payment Bond shall be required as an itemized price. See bid form.
 - b. Bid Bonds will be required at an amount of 5%.
- 13. Safety
 - a. The joint and several phases of construction hereby contemplated are to be governed, at all times, by applicable provisions of the Indiana and Federal Law(s), including, but not limited to, the latest Amendments of the following:

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- 1) Williams-Steiger Occupational Safety and Health Act of 1970, Public Law 91-596.
 - 2) Part 1910 – Occupational Safety and Health Standards, Chapter VIII of Title 29, Code of Federal Regulations.
 - 3) Part 1926 – Safety and Health Regulations for Construction, Chapter XIII of Title 29, Code of Federal Regulations.
14. Drug Testing
- a. The Owner and/or Construction Manager reserve(s) the rights to perform random drug testing on any worker on the site at any given time throughout the project.
15. Construction Schedule
- a. Time is of the essence and therefore Bids shall be based upon performing the Work in full and strict accordance with the Project Schedule.
 - b. Each entity submitting a Bid, unless exception is taken in writing, indicates it can and will have its own workers, Subcontractors, materials and equipment available to keep his Work on or ahead of the Preliminary Construction Schedule. Refer to Section 01 0115 (Schedule) for further schedule requirements.
16. Taxes, Permits, Inspections
- a. Indiana State Gross Retail and Use Tax: This statement shall apply to all bidders bidding any division of Work.
 - 1) MSD of Southwest Allen County is a **TAX EXEMPT** entity. All Bids shall be submitted **without** the inclusion of tax in the bid price for the amounts, if any, of Gross Retail and Use Tax (generally called the “Sales Tax”).
 - b. The Construction Manager will provide and pay the local building permit from the Allen County Building Department.
 - c. The cost of all other required permits, fees, deposit bonds and inspections as required by governing agencies shall be borne by the Subcontractor, and are to be included in each Bidder's Bid.

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17. Background Checks
All bidders furnishing labor to the site will be required to submit an approved background check on all employees before they are permitted on the premises.
18. These "INSTRUCTIONS TO BIDDERS" are a part of the Bidding and Contract Documents.
19. Forward questions during the bidding process to Chris Freiburger at cfreiburger@hagermangc.com and cc: Jay Wilhelm at jwilhelm@hagermangc.com
20. Each bidder if requested to submit a pre-qualification form must submit such form for review by February 15th .

END OF SECTION