

HANCOCK COUNTY OFFICE RENOVATIONS

SECTION 001113 - NOTICE TO BIDDERS

Notice is hereby given that sealed bids will be received by Hancock County, Indiana ("Owner") for the HANCOCK COUNTY OFFICE RENOVATIONS located at 123 E Main St, Greenfield, IN 46140

Bids will be received at the Hancock County Annex in the Commissioner's Court located at 111 South American Legion Place, Suite 101, Greenfield, IN 46140 until 2:00 p.m. (local time) on Thursday, January 25, 2024. Bids will be opened publicly and read aloud immediately at the same location. Bids received after 2:00 p.m. (local time) on that day will be returned unopened.

The project will be constructed using the construction management services of Envoy, Inc., 8890 E 116th Street, Suite 250, Fishers, IN but will be constructed under a single unified prime contract for all work. The contract will be directly with the Owner. Overall management of the project will be the responsibility of the construction management firm.

Bidders shall enclose with each bid Indiana State Board of Accounts Form No. 96 (Revised 2013) with Non-Collusion Affidavit attached.

A bid security in the form of AIA Document A310 or a certified check, shall accompany the bid. The bid security shall be in the penal amount of ten percent (10%) of the total bid, including all additive alternates. Combined bids shall be computed on this basis. The Bid Bond shall be for the largest contract amount that could be awarded the Bidder. Bid security shall be forfeited if bid is withdrawn after closing time on date for receiving bids.

Each successful bidder is required to furnish a satisfactory AIA Document A312 Performance and Payment Bonds (as amended by Owner) from an acceptable surety doing business in the State of Indiana in an amount equal to one hundred percent (100%) of the full contract sum, which bond shall remain in effect until one (1) year following the Owner's final settlement with the selected bidder.

The contract documents, including Drawings and Specifications, are on file for public inspection at the offices of the Architect, Construction Manager, and Owner.

DLZ Indiana, LLC
138 North Delaware Street
Indianapolis, Indiana 46204
Phone: 317.633.4120

Envoy, Inc.
8890 E 116th Street
Suite 250
Fishers, IN 46038
Phone: 317.594.4600

Hancock County Commissioners
111 South American Legion Place
Suite 219
Greenfield, IN 46140

Bidders will be able to obtain and download documents from the **Envoy, Inc. Plan Room** through **Building Connected** software via the "Bid Opportunities" button on the web site labeled <https://www.envoycompanies.com/projects>. Should you have any questions please contact Envoy. Bidders may also obtain copies of the documents from **Eastern Engineering Supply**, 9901 Allisonville Road, Fishers, IN 46038. Phone: 317.598.0661 (Option 8) / Fax: 317.598.0630. Downloadable bidding documents are available for free by Eastern Engineering plan room at <http://distribution.easternengineering.com>. Printed copies of documents may also be purchased at the bidder's expense per the options and pricing listed on their Order page at <http://distribution.easternengineering.com>. Bidders may view additional information (including current Bidders List) regarding the project at <http://distribution.easternengineering.com>.

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A pre-bid conference will be held on Tuesday January 16, at 9:00 a.m. local time, at the Project Site located at 123 E Main Street, Greenfield, IN 46140. Attendance by bidders is optional, but recommended, in order to clarify or answer questions concerning the Drawings and Project Manual for the Project.

Award of each contract will be made to the lowest responsive and responsible bidder as provided by I.C. 36-1-12-4; however, the Owner reserves the right to reject any and all bids, and to waive informalities, irregularities, and errors in any bid or the bidding process to the extent permitted by law. This includes the right to extend the date and time for receipt of bids.

No bidder may withdraw his bid within sixty (60) days after the actual date of the opening thereof as provided by I.C. 36-1-12-6(b).

Contracts awarded will be conditioned upon and subject to the successful completion of financing by the Owner in an amount sufficient to cover the cost of construction, plus all incidental expenses, and will be subject to termination, without penalty or liability, at the option of the Owner at any time after the date of execution, in the event the Owner shall determine that financing cannot be completed. The Owner is cognizant of the time limitation for awarding contracts and may give notice to proceed pursuant to I.C. 36-1-12-6.

As contracts will be awarded on or after July 1, 2015, the wage determination provisions of I.C. 5-16-7 (Common Construction Wage) do not apply to this project; however, successful bidders shall be required to comply with the provisions of House Enrolled Act 1019 (2015) as further detailed in the contract documents.

All Contractors and Sub-contractors for City, and or Township Public Work Projects in the state of Indiana with contracts valued at over \$300,000 MUST be pre-qualified through the Public Works Certification Board. Pre-qualification requires submission of an application for review by the Public Works Certification Board members. These applications are available online (www.in.gov/idoa/2486.htm) or by contacting the Certification Board Secretary at (317) 232-3005.

This certification must be in hand prior to performing actual work at the jobsite. Bidders can apply for certification on a monthly basis. You can reference the monthly review schedule by the Public Works Certification Board on their website. Note: Public Work Projects bid or contracted direct to the state of Indiana has a minimum pre-qualification of \$150,000.

All out-of-state corporations must have a Certificate of Authority to do business in the State, I.C. Title 23. Application forms may be obtained by contacting the Secretary of State, Corporation Division, 320 W. Washington Street, Room E018, and Indianapolis, Indiana 46204.

This notice and request for bids is dated and published January 4, 2024.

ENVOY, INC. (Construction Manager as Advisor)

By: Justin Nicol, Preconstruction Manager