

## SECTION 00 11 13 - NOTICE TO BIDDERS

### 1.1 NOTICE TO BIDDERS

- A. Ivy Tech Community College of Indiana Indianapolis, Indiana, will receive proposals from qualified contractors for Glick Technology Center Mechanical Upgrades located at, 2698 North Meridian Street Indianapolis, IN.
- B. The Owner will enter into one contract with the successful Contractor, who will be fully responsible for coordination of all required work between all trades.
- C. Bids must be uploaded via Ivy Tech's Workday site:  
<https://us.workdayspend.com/rfps/public/618766>
- D. All proposals must meet the upload criteria listed on the workday website and must be received prior to 1 P.M. EST, on March 26, 2024. The virtual bid opening will directly follow at 1:30 P.M. EST. <https://us02web.zoom.us/j/2238266899?pwd=TU9lNFN4M3h0bThxMWQ5dSszb1BLdz09>  
Evaluation of proposals and award will be at a later date. Contractors to be prepared for a post-bid interview if desired by owner. The successful contractor will receive a letter of intent prior to receipt of contract.
- E. A required pre-bid walkthrough meeting will be held at 11 A.M. EST, on March 13, 2024. Meet in the lobby at 2698 North Meridian Street Indianapolis, IN.
- F. The Schedule of Work shall be as follows:
  - 1. Bids Due: March 26, 2024 by 1 P.M. EST
  - 2. Anticipated award of contract: April 2024
  - 3. Anticipated start of construction: Negotiated between awarded contractor and owner.
  - 4. Anticipated substantial Completion: negotiated with owner based on material lead times. Construction schedule to be closely coordinated with Owner and class schedule.
- G. All bidders are required to furnish Bid Security in the amount of ten (10%) percent of the Base Bid. Form of the security may be a bid bond, certified or cashiers' check made payable to Ivy Tech Community College. This will be a guarantee that the bidder selected by Owner will furnish the required PLM Bonds; failure to do so could mean forfeiture of the Bid Security.
- H. All bidders must indicate, where shown on the Proposal Form, the cost of Performance and Labor and Material Payment Bonds covering 100% of the value of the Project. Do not include the cost of the Bonds in the Base Bid.
- I. Bidding Documents may be viewed and downloaded Bidding Documents will be available after March 1 via Ivy Tech's Workday site: <https://us.workdayspend.com/rfps/public/618766>
- J. Please note that contractors are responsible to review information on all drawings and specifications.
- K. All prices shall be free of all Federal Excise Taxes and State Sales Tax, and upon request of supplier, tax exemption certificate will be executed by the College to the successful bidder to cover all items subject to this tax.
- L. The successful bidder shall be required to comply with the requirement of State Board of Trustees Resolution No. 2017-4 as it relates to use of apprentices. A written description of the method of compliance must be submitted as part of bid submission. The successful bidder will be required to submit a list of all subcontractors within 48 hours of the bid opening which must include the subcontractor's statement about the manner in which the subcontractor will meet requirements of Resolution No. 2017-4. All bidders should note that this project **does not** require wages Requirements.
- M. All bid proposals, Form 96 (revised in 2010), or other documents related to this bid must be completed, signed and notarized where indicated. Section III of Form 96 mandates each bidder to furnish a copy of the company's financial statement with the bid. Bidders are required to furnish

appropriate forms and statements. Failure to furnish the complete forms and statements may cause the bid to be rejected.

- N. The successful bidder shall be prepared to complete the Subcontractor Monthly Payment Form "XBE Form" in Specification Section 001209 with each Payment Application.
- O. The successful bidder shall be prepared to complete the Owner Asset spreadsheet for the and object within the scope of work the require periodic inspection, maintenance, or repair.
- P. The Owner reserves the right to accept or reject any or all bids and to waive all irregularities in Proposals. Proposals shall remain firm for one-hundred and twenty (120) days from date of Bid Opening.

**END OF SECTION**