

## DOCUMENT 001116 – INVITATION TO BID

### 1.1 PROJECT INFORMATION

- A. Notice to Bidders: Qualified bidders are invited to submit bids for Project as described in this Document according to the Instructions to Bidders.
- B. Project Identification: Goshen Public Library, Project Number 21730.002.
  - 1. Project Location: 601 South 5<sup>th</sup> Street, Goshen, Indiana 46526.
- C. Architect: RATIO, 101 South Pennsylvania Street, Indianapolis, IN 46204.
- D. Project Description: Project consists of replacement of existing major mechanical and electrical systems for the existing 2-story branch library. Most of the work is within mechanical rooms and exterior work to the south of the existing library.
- E. Construction Contract: Bids will be received for the following Work:
  - 1. General Contract (all trades).

### 1.2 PUBLICATION OF NOTICES

- A. Publication Schedule:
  - 1. First Publication of Notice (anticipated): The Goshen News, July 10, 2024.
  - 2. Second Publication of Notice: The Goshen News, July 18, 2024.

### 1.3 BID SUBMITTAL AND OPENING

- A. Owner will receive sealed bids until the bid time and date at the location indicated below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:
  - 1. Bid Date: August 1, 2024.
  - 2. Bid Time: 2:00 p.m., local time. (public opening, virtual)
  - 3. Location: Goshen Public Library, 601 South 5<sup>th</sup> Street, Goshen, Indiana 46526.
- B. Bids will be thereafter publicly opened in the presence of the bidders and read aloud.

### 1.4 BID SECURITY

- A. Bid security shall be submitted with each bid in the amount of 5 percent of the bid amount. No bids may be withdrawn for a period of 30 days after opening of bids. Owner reserves the right to reject any and all bids and to waive informalities and irregularities.

## 1.5 PRE-BID CONFERENCE

- A. A pre-bid conference for all bidders will be held at Project site on July 16, 2024 at 1:30 p.m., local time. Prospective bidders are required to attend.

## 1.6 DOCUMENTS

- A. Printed Procurement and Contracting Documents: Obtain after July 8, 2024 by contacting Eastern Engineering (Fort Wayne), RATIO Design or visiting the Goshen Public Library's website. Documents will be provided to prime bidders only; only complete sets of documents will be issued.
  - 1. Website Access:
    - a. <https://distribution.easternengineering.com/View/MultiPlanroomJobList.aspx>
  - 2. Deposit: \$250.00 for hard copies. \$0 for access to digital documents.

## 1.7 TIME OF COMPLETION

- A. Bidders shall begin the Work on receipt of the Notice to Proceed and shall complete the Work within the Contract Time.

**END OF DOCUMENT 001116**