

## NOTICE TO BIDDERS

Notice is hereby given that SEALED BIDS will be received:

**BY:** Alexandria Community School Corporation  
Attn: Mr. Brent Baker  
800 N. Central  
Alexandria, IN 46001

**FOR:** Alexandria-Monroe Junior/Senior High School Chiller Replacement

**UNTIL:** 2:00 P.M., EST local time, Tuesday, January 7, 2025.

**RECEIPT OF BIDS:** Bids received after the designated day and time listed above will be returned unopened. Bids received by mail or other carrier must be addressed to 800 N. Central, Alexandria, IN 46001, attention to Mr. Brent Baker. All responses must be received on or before the date and time designated to be valid.

**BID OPENING:** All Bids will be publicly opened and read aloud at 2:00 P.M., EST local time, Tuesday, January 7, 2025, at Alexandria Community School Corporation Administrative Office, 800 N. Central, Alexandria, IN 46001. Deliver Bid in a sealed envelope showing the project name and Bidder's name and address.

**PRE-BID MEETING:** A pre-bid meeting and walkthrough for interested parties will be held at 11:00 A.M., EST local time, Tuesday, December 17, 2024, at Alexandria-Monroe Junior/Senior High School, 1 Burden Court, Alexandria, IN 46001. Attendance at the Pre-Bid Meeting is strongly encouraged and may be part of determining if a Bid is considered responsive.

### CONTRACT TYPE:

The project(s) will be constructed under a Single Prime Contract with bids received on a lump sum basis. Each proposal shall include all labor, material, and services necessary to complete the projects in strict accordance with the Construction Drawings and Project Manual. Prime bidders and their subcontractors must be certified and in compliance with the Indiana General Assembly's House Enrollment Act #1019.

### RESPONSES:

Two copies of bid forms shall be submitted on forms provided in the project manual and shall be executed in accordance with the current edition of the Indiana Board of Accounts Form 96 – "Contractor's Bid for Public Works", with a financial statement complying with Section III of Form 96, and a satisfactory Bid Bond or certified check pursuant to I.C. 36-1-12-4.5, payable to Alexandria Community School Corporation. Bid Security shall be in the amount of not less than 5% of the total base bid price. Should a successful Bidder withdraw their Bid, fail to provide the required payment and performance bonds, or execute the contract, the Owner may then declare the Bid security forfeited as liquidated damages.

Contract(s) will be awarded to the lowest responsible and responsive bidder, complying with the conditions of the Instructions to Bidders and Advertisements for Public Bids. The Owner, however, reserves the right to reject any and all bids, and waive any informalities, discrepancies, omissions, variances, or irregularities in bids received in its sole discretion. If a contract is awarded, it will be to the "lowest responsible and responsive bidder" in accordance with Indiana's Public Work Projects Act, Indiana Code 36-1-12. The bidder agrees to hold open its bid for a minimum of sixty (60) days from the date of the bid opening

### BID DOCUMENTS:

Copies of the Bidding Documents may be obtained from the Eastern Engineering plan room at <http://distribution.easternengineering.com> per the options and prices listed on the order page. All charges

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Alexandria-Monroe Junior/Senior High School Chiller Replacement

for bidding documents are non-refundable.

Questions, or requests for equal status, pertaining to the Project shall be directed, in writing, to the design professionals listed below:

Andy Steiner or Kelley Bieghler  
KBSO Consulting, LLC  
275 Veterans Way, Suite 300  
Carmel, IN 45032  
317-344-8044  
[asteiner@kbsiconsulting.com](mailto:asteiner@kbsiconsulting.com)  
[kbieghler@kbsiconsulting.com](mailto:kbieghler@kbsiconsulting.com)

**BID DOCUMENTS - REVIEW:**

Construction will be in accordance with the bid documents, which may be viewed at the following locations, as well as online plan rooms:

Alexandria Community School Corporation  
800 N. Central  
Alexandria, IN 46001

**PERFORMANCE BOND AND LABOR AND MATERIAL PAYMENT BOND:**

The successful bidder shall, upon acceptance of his bid, be required to procure and pay for a 100% Performance Bond/Labor and Material Payment Bond in the amount equal to the contract price, and such bond shall comply with all laws of the State of Indiana governing public contracts let by governmental units.

**END OF NOTICE TO BIDDERS**