

## NOTICE OF REQUEST FOR PROPOSALS

Notice is hereby given that WES-DEL COMMUNITY SCHOOLS (“School”), is requesting proposals from responsible offerors to provide services for construction, alteration, and/or repair of a School sewer, drain, and other improvements (“Project”).

**The proposals will be received until March 20, 2025 by 3:00 PM EST** Proposals must be delivered to **Kyle Mealy, WES-DEL COMMUNITY SCHOOLS, 10290 N CR 600 W, Gaston, IN 47342** and via [kmealy@wes-del.org](mailto:kmealy@wes-del.org) All proposals received after such time will not be considered and returned to the submitter unopened.

The Project will be performed under one or more contracts with School. The form of the contract is set forth in the RFP. The offeror must submit a financial statement, a statement of experience, a proposed plan or plans for performing the Project, and the resources, labor, technology, materials, supplies, and equipment the offeror has available for the performance of the Project. **A FINANCIAL STATEMENT MUST BE SUBMITTED ON SBOA FORM 96** (<https://forms.in.gov/Download.aspx?id=6422>).

Evidence of financial responsibility (“offeror security”) in the amount of **1%** of the offeror’s total contract price must be payable to WES-DEL COMMUNITY SCHOOLS in the form of an irrevocable letter of credit, certified check, cashier's check, or a bond acquired from an IN DOI registered surety. Should a successful offeror within ten (10) days after written notice of contract award withdraw its proposal, fail to provide required bonds, or execute a satisfactory contract, the School may then declare that offeror security forfeited as liquidated damages, not as a penalty.

Discussions may be conducted with, and best and final offers obtained from, responsible offerors who submit proposals determined to be reasonably susceptible of being selected for award. If School later determines to proceed with the project, School may enter into negotiations with the offeror whose proposal has been selected by an evaluation committee considering: (1) the responses to the RFP; (2) any interviews with selected offerors; and (3) evaluation of fees.

A contract may be made with an offeror whose proposals are determined to be advantageous to School, taking into consideration price and other evaluation factors set forth in the RFP. The RFP includes the criteria, process, and procedures including consideration of qualifications and fees, by which: an offeror will be evaluated; a contractor will be selected; and a contract will be awarded.

The plans and specifications for the Project are on file with School and may also be examined at <https://www.wes-del.k12.in.us/>

All offerors must comply with applicable laws including but not limited to requirements of Ind. Code § 5-16-6; 5-16-13; 5-22; and 36-1-12 and as outlined in the RFP. Offerors must also be able to and meet all requirements found in applicable public contract and public work project statutes.

Prior to approval and execution of the contract, the responsible offeror who submits proposals determined to be reasonably susceptible of being selected for award must furnish satisfactory evidence showing evidence of financial responsibility and it can faithfully perform the contract and all obligations arising hereunder.

School expects to award the contract for the Project at its **March 27, 2025** board meeting to the responsible offeror(s) whose proposal is determined in writing to be the most advantageous to School, taking into consideration price and the other evaluation factors set forth in the RFP. School reserves the right to hold proposals, including any alternates, for up to **60** days from the date of the opening. School reserves in its sole discretion the right to cancel the solicitation, reject any and all proposals in whole or part, delay the opening, ask for new proposals, is not obligated to accept the lowest or any other proposal, and may waive any irregularities, discrepancies, omissions, variances or informalities in the request for proposal procedure.

A meeting for discussion of the Project, reviewing the scope of work, project specifications and drawings, RFP documents, qualifying requirements, and other important matters will be virtually and/or held at WES-DEL COMMUNITY SCHOOLS, **10290 N CR 600 W, Gaston, IN 47342** on **March 13, 2025 at 3:00 PM EST**. Immediately following the meeting, an opportunity to tour the project site(s) will be offered. All prospective offerors are encouraged to attend this important meeting. Offerors will be responsible for complying with items discussed at the meeting.

Questions regarding the contract(s) or requests for fair and equal treatment, can be directed in writing to **[Kmealy@wes-del.org](mailto:Kmealy@wes-del.org)**