

SECTION 00 01 00 - NOTICE TO BIDDERS

FROM:

- A. THE BOARD OF SCHOOL (HEREINAFTER REFERRED TO AS THE OWNER):
 - 1. Zionsville Community Schools
 - a. 900 Mulberry Street
 - b. Zionsville, IN 46077
 - 2. BY:
 - a. Mr. Matthew Doublestein, Assistant Superintendent of Operations
 - 1) Publish Dates: March 18, 2026, and March 25, 2026

TO:

- B. POTENTIAL BIDDERS
 - 1. Notice is hereby given that sealed proposals will be received by the Owner FOR:
 - a. 2026 Partial Roof Replacement Project located at:
 - 1) 1000 Mulberry Street, Zionsville, IN 46077
 - 2) Roof Area: RF14
 - 2. UNTIL 12:00 p.m. EST on Wednesday, April 8, 2026, at the Zionsville Community Schools Administration Building:
 - a. 900 Mulberry Street, Zionsville, IN 46077
 - 3. AT WHICH TIME, all proposals will be opened and publicly read aloud.
 - 4. Attendance at the scheduled pre-bid meeting by an agent of each Prime Bidder is **STRONGLY RECOMMENDED**. A formal pre-bid meeting will be held at:
 - a. 9:00 a.m. EST, on Wednesday, March 25, 2026,
 - b. Zionsville Community Schools Administration Building
 - 1) 900 Mulberry Street
 - 2) Zionsville, IN 46077
 - c. The project will be reviewed at the educational facility in question at the conclusion of the formal portion of the meeting.

PROPOSALS

- A. Proposals received after the hour and date set forth in the Bidding Documents will be returned unopened.
- B. All Proposals shall be submitted in duplicate, consisting of the Bid Form furnished in the Bidding Documents along with Indiana State Board of Accounts Form No. 96 (2013), Parts I and II, as required under the statutes of Indiana.

- C. All Proposals must be accompanied by a satisfactory Bid Bond executed by the Bidder and an acceptable surety company, a certified check, money order or cashier's check made payable to the Owner for not less than five percent (5%) of the total bid price and delivered in a sealed opaque envelope referencing the Bidder's name and address.
- D. All Bidders submitting bids shall encourage participation from qualified minority subcontractors to perform any portions of the work in the project scope(s) not being performed by the Bidder's own forces. Bidders shall submit written evidence with his proposal that participation from qualified minority sub-contractors has been solicited.

PROJECT INFORMATION

- A. Work shall be in accordance with specifications and drawings prepared by the Architect / Roofing Consultant (hereinafter referred to as Consultant).
 - 1. Technical Assurance, Inc.
 - 2. Attn: Mr. Robert Cleere, RRC, RWC, RRO
 - a. Roofing Consultant
 - b. Contact email: rcleere@technicalassurance.com
 - 3. 38112 Second St.
 - 4. Willoughby, OH 44094
 - 5. Cell: (919) 704-0684
- B. Documents are on file and may be examined at the Zionsville Community Schools Administration Building.
- C. Bidders may also obtain a complete set of documents, for a non-refundable fee from:
 - 1. Eastern Engineering, 9901 Allisonville Road, Fishers, IN 46038.
 - a. Contact Eastern Engineering at (317) 598-0661 to obtain a complete set of documents.

CONTRACT AWARD

- A. The project is intended to be let as one (1) Prime Contract Bid. Base Bids shall be submitted as described in the Bidding Documents.
- B. The Owner reserves the right to accept or reject any and/or all Bids, and/or waive any informalities or errors in Bidding for a period of sixty (60) days from the Bid receipt date. It is the Owner's intent to award contracts within thirty (30) days after Bid receipt.
 - 1. The Owner may declare the Bid Security forfeited as liquidated damages (not as a penalty) if the Bidder:
 - a. Withdraws his Proposal within sixty (60) days after Bid receipt without written notification to, and consent by the Owner;
 - b. Fails to execute a satisfactory contract, within ten (10) workdays after written Notice to Proceed with the Work has been received

END OF NOTICE TO BIDDERS