DOCUMENT 001113 - ADVERTISEMENT FOR BIDS

LEGAL NOTICE TO BIDDERS

Project: Grand Wayne Convention Center – Carpet Replacement

Notice is hereby given that the Allen County - Fort Wayne Capital Improvement Board of Managers d/b/a The Grand Wayne Convention Center in Fort Wayne, Indiana will be **receiving sealed Bids for the above named project until 10:00 a.m., local time, Monday, December 7th, 2026**. Bids shall be submitted to Grand Wayne Convention Center, 120 West Jefferson Blvd, Fort Wayne, IN 46802. Bid Documents are available by request at Eastern Engineering, 1239 North Wells Street, Fort Wayne, IN 46808. To order, go to Eastern's website at http://distribution.easternengineering.com. Please reference the project name and include the company contact information to ensure proper ordering and pick up requirements. All plans and specs are to be obtained at the cost of the subcontractor. If you have any questions, please feel free to call 260-426-3119.

Bid opening will be held onsite at **2:00 p.m., local time, on Monday December 7th**, in the War Room at the Grand Wayne Convention Center on the second floor.

Summary of Work:

The Work includes removing existing carpet and replacing with new carpet in the main convention halls, along with all other work indicated in the Contract Documents. All work shall be performed in accordance with the Contract Documents and shall provide a complete, fully functional installation completed in a timely and professional manner.

The Bids shall be lump sum. The Bid opening will be public. Bids shall be properly and completely executed in accordance with the Instructions to Bidders and shall be submitted on the Supplementary Bid Form. (See Instructions to Bidders, Spec Section 00 21 13.)

Each bid shall be accompanied by a certified check, a cashier's check, or a bid bond executed by a surety company which is authorized to do business in the State of Indiana, made payable to the Grand Wayne Convention Center and in an amount equal to five percent (5%) of the bid. In the event a bidder withdraws its bid or fails to execute a satisfactory contract within ten (10) days after the contract is awarded to such bidder by the Owner, the Owner may declare the certified check, cashier's check or bid bond forfeited to the Owner as liquidated damages.

Required documents to be submitted with the bid include the following:
Bid bond or certified/cashier's check
A bidders pre-qualification statement on Form 96, including the non-collusion affidavit This form is available on the State Board of Accounts website - State Form 52414

Completed Section 00 41 13 Bid Form

Performance and Labor and Material Payment Bonds in an amount equal to one hundred percent (100%) of the contract amount shall be required to be provided by the successful bidder to the Owner or its assignee no later than ten (10) days after the execution of such contract. Such bonds shall remain in full force and effect for a period of twelve (12) months after the date of Substantial Completion.
All bids shall be itemized and all signatures must include the corporate position of the signer, and shall be properly notarized.

Pre-Bid Meeting:

A Pre-Bid meeting will be held on **Wednesday, November 18th, 2026 at 10:30 AM** local time, at Grand Wayne Convention Center, located at 120 W. Jefferson Blvd. Fort Wayne, IN 46802, located in the Calhoun CD conference room. Any Pre-Bid addenda will be issued after the Pre-Bid Meeting but no later than two working days before the due date on the Bid Form. Indiana State Gross Retail and Use Tax is not to be included in the Bid Price, as Grand Wayne Convention Center is tax exempt. The provision shall apply both to transactions between Grand Wayne Convention Center and the Unified Contractor and any subcontractors and to transactions between the material to the Unified Contractor.

Builders Risk Insurance Requirements

The Contractor shall maintain such insurance as will protect him/her from claims under Workmen's Compensation Acts, other employee benefit acts, claims for damages because of bodily injury including death to his/her employees and all others, and claims for damage to property any of all which may arise both out of and during operations under this Contract, whether such operations be by himself/herself or by any Subcontractor or anyone directly or indirectly employed by either of them, this insurance shall be written for not less than the limits of liability as specified as follows:

Commercial General Liability	**Limits**	**Additional Requirements**
Each Occurrence Limit	$1,000,000	* Occurrence Form
General Aggregate Limit	$2,000,000	* Aggregate Per Project
Products/Completed Operations	$2,000,000	* Subcontractor's completed operations
Personal & Advertising Injury Limit	$1,000,000	coverage shall be continued for two years
Damage to Rented Premises (Each	$300,000	after completion of its work or for such
Medical Expense (any one person)	$5,000	period otherwise provided in the subcontract or purchase order, whichever is longer.
		* Contractual Liability
		* Explosion, Collapse and Underground Endorsement (where applicable)
B. Automobile Liability Coverage		
1. Combined Single Limit – Bodily Injury/	$1,000,000	* Include hired and non-owned liability Property Damage (Each Occurrence) coverage.
C. Workers Compensation		
1. Employer's Liability Limits	$1,000,000	
Bodily Injury by Accident	$1,000,000	
Bodily Injury by Disease/Policy	$1,000,000	
Bodily Injury by Disease/Employee	$1,000,000	
D. Umbrella/Excess Liability Coverage		
1. Each Occurrence	5,000,000	* Umbrella Form – Following form coverage

to all liability policies.

Aggregate	$5,000,000
E. Stored Materials/Installation Floater	
1. Stored Materials	$250,000
2. Installation Floater	$500,000

Bids shall not be modified, withdrawn, or canceled, without the Owner's written consent, for a period of ninety (90) calendar days commencing from the day Bids are received.

The successful Bidder will be required to furnish insurance covering Workmen's Compensation, Public Liability and Property Damage and any other which may be required, before the contract can be signed and issued. The Owner reserves the right to waive any and all formalities and informalities or to reject any and all Bids. The Owner shall accept Bids which, in his judgement, are in his own best interests. Bids received after the time set to receive Bids shall be returned unopened.

Certificates of such insurance shall be filed with the Owner and the Architect. The Contractor also shall maintain insurance required under any other employee benefits acts in force at the place of building. Property damage liability including claims due to automobiles shall be issued with bodily injury claims under general liability policy. All liability insurance required herein shall be under comprehensive general and automobile bodily injury and property damage form policy. Certificates of such aforementioned insurance shall be filed with the Owner and the Architect. Certificates shall name the Grand Wayne Convention Center, its Trustees, Officers, Employees and Agents, Design Collaborative Architects & Engineers, and its employees as additional insured parties.

For correspondence regarding this Notice to Bidders please contact Project Representative:

Dennis Raney, Director of Operations
Phone: 260-426-4100 / Direct: 260-407-5106
draney@grandwayne.com

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