SECTION 000025
NOTICE TO BIDDERS

NOTICE IS HEREBY GIVEN THAT SEALED BIDS WILL BE RECEIVED:

BY: BOARD OF COMMISSIONERS

1.01 KOSCIUSKO COUNTY, INDIANA

FOR: KOSCIUSKO COUNTY JUSTICE CENTER RE-ROOF

2.01 121 N. LAKE STREET

2.02 WARSAW, IN 46580

AT: KOSCIUSKO COUNTY AUDITOR'S OFFICE

3.01 100 W. CENTER ST.

3.02 WARSAW, IN 46580

DATE: THURSDAY - DECEMBER 10TH, 2026

TIME: 9:00 EASTERN STANDARD TIME

ALL BIDS RECEIVED PRIOR TO THE TIME AND DATE NOTED ABOVE WILL BE PUBLICLY OPENED AND RECORDED ON DECEMBER 10TH AT 9:00 AM – LOCATION: KOSCIUSKO COUNTY COURT HOUSE – THIRD FLOOR.

BIDS RECEIVED AFTER THE NOTED TIME WILL REMAIN UNOPENED. ALL LEGAL BIDS WILL BE REVIEWED FOR COMPLIANCE AND A FINAL SELECTION SHALL BE MADE PUBLIC AT THE DECEMBER 15TH COUNTY COMMISSIONERS MEETING AT 9:00 AM – LOCATION: KOSCIUSKO COUNTY COURT HOUSE – THIRD FLOOR.

BIDS SHALL BE SUBMITTED ON THE FORMS PROVIDED BY THE ARCHITECT WITH ALL THE BLANKS FILLED IN. BID FORMS AND OTHER DOCUMENTS ARE REQUIRED TO BE SUBMITTED IN A SEALED ENVELOPE WITH THE HEADING, "BID – KOSCIUSKO COUNTY JUSTICE CENTER RE-ROOF", AND THE BIDDER'S COMPANY NAME AND ADDRESS. THE BID ENVELOPE SHALL BE ADDRESSED TO THE KOSCIUSKO COUNTY AUDITOR'S OFFICE.

PRE-BID MEETING: TUESDAY, DECEMBER 1ST, 2026 – 11:00 AM (AT THE JUSTICE CENTER – 121 N. LAKE STREET)

THE MANDATORY PRE-BID MEETING WILL BE LED BY THE ARCHITECT TO INTRODUCE THE PROJECT TO INTERESTED BIDDERS. THE MEETING WILL NOT BE A DETAILED Q&A, BUT RATHER A BRIEF WALK THROUGH THE SCOPE OF WORK AND A CHANCE TO OUTLINE BIDDING PROCEDURES AND EXPECTATIONS.

THE FORMAT WILL ALLOW MULTIPLE "PRIME" CONTRACTORS FOR THE JUSTICE CENTER RE-ROOF PROJECT. BIDDERS ARE ALLOWED AND ENCOURAGED TO SUBMIT A COMBINATION BID AS WELL.

DRAWINGS AVAILABLE TO BIDDERS:

DRAWINGS AND BIDDING DOCUMENTS ARE BEING DISTRIBUTED ELECTRONICALLY VIA EASTERN ENGINEERING PLAN ROOM: EASTERNENGINEERING.COM HARD COPIES MAY BE PURCHASED FROM EASTERN ENGINEERING AT: 1239 NORTH WELLS STREET, FORT WAYNE, IN 46808. NO OTHER DISTRIBUTION OF BID DOCUMENTS WILL TAKE PLACE. NO ADDITIONAL PLANS AND SPECIFICATIONS WILL BE AVAILABLE AT THE PRE-BID MEETING.

EACH BID MUST BE ACCOMPANIED BY A BID SECURITY WHICH SHALL NOT BE LESS THAN TEN PERCENT (10%) OF THE HIGHEST COMBINATION OF THE BASE BID PLUS ALL ADD ALTERNATES (IF APPLICABLE) IN THE FORM REQUIRED BY THE INSTRUCTIONS TO BIDDERS. ALL BID BONDS SHALL BE MADE PAYABLE TO THE KOSCIUSKO COUNTY AUDITOR AND BE EXECUTED BY A SURETY COMPANY AUTHORIZED TO DO BUSINESS IN THE STATE OF INDIANA.

THE OWNER RESERVES THE RIGHT TO ACCEPT OR REJECT ANY BID (OR COMBINATION OF BIDS) AND TO WAIVE ANY IRREGULARITIES IN BIDDING. NO BIDDER MAY WITHDRAW HIS BID FOR A PERIOD OF THIRTY (30) CALENDAR DAYS AFTER THE DATE SET FOR BID OPENING.

THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FURNISH PERFORMANCE AND PAYMENT BOND & LABOR AND MATERIAL PAYMENT BOND FOR 100% OF THEIR CONTRACT AMOUNT PRIOR TO EXECUTION OF CONTRACT. BONDS SHALL BE IN FULL FORCE AND EFFECT FOR A PERIOD OF AT LEAST 12 MONTHS AFTER THE DATE OF FINAL COMPLETION AND ACCEPTANCE OF THE LONGEST GUARANTEE PROVIDED UNDER THE CONTRACTOR'S CONTRACT. SHOULD THE CONTRACTOR'S BONDING COMPANY DEFAULT, THE CONTRACTOR WILL BE RESPONSIBLE FOR SECURING A NEW BOND WITHIN FOURTEEN (14) CALENDAR DAYS. THE COST OF THE BOND SHALL BE INCLUDED IN THE BASE BID.

BIDDERS SHALL COMPLY WITH PROVISIONS RELATED TO PRE-BID SITE VISIT AND PRE-BID SITE CONFERENCE AS SET FORTH IN THE INSTRUCTION TO BIDDERS.

IN COMPARING BIDS, CONSIDERATION WILL NOT BE CONFINED TO PRICE ONLY. THE SUCCESSFUL BIDDER WILL BE THE ONE THAT IS JUDGED TO BEST SERVE THE INTERESTS OF THE OWNER WHEN PRICE, PRODUCT, SAFETY, QUALITY AND DELIVERY ARE CONSIDERED. IT IS THE INTENTION OF THE OWNER TO START WORK IMMEDIATELY ONCE THE CONTRACTOR HAS BEEN SELECTED AND CONTRACTS HAVE BEEN PREPARED AND SIGNED.

BID PROPOSALS SHALL BE EXECUTED IN A COMPLETE MANNER ON THE BID FORM PROVIDED IN THE PROJECT MANUAL AND ON STATE FORMS 96.

DESCRIPTION OF THE WORK:

THE KOSCIUSKO COUNTY JUSTICE CENTER RE-ROOF PROJECT CONSISTS OF ROOFING SYSTEM UPGRADES TO THE EXISTING JUSTICE CENTER BUILDING. THE SCOPE OF WORK INCLUDES COMPLETE REMOVAL OF THE EXISTING ROOFING SYSTEMS DOWN TO THE EXISTING ROOF DECK AND INSTALLATION OF NEW ROOFING SYSTEMS WITHIN AREAS A, B, C, AND D, TOTALING APPROXIMATELY 77,500 SQUARE FEET.

WORK ALSO INCLUDES REPLACEMENT OF EXISTING SKYLIGHTS AND REMOVAL AND REINSTALLATION OF ROOFTOP MECHANICAL EQUIPMENT AS REQUIRED TO COMPLETE THE ROOFING WORK. EXISTING COPINGS AND ASSOCIATED COMPONENTS CURRENTLY BEING REPLACED OR INSTALLED AS PART OF THE ONGOING FACADE REPAIRS PROJECT SHALL BE REMOVED AND REINSTALLED OR OTHERWISE COORDINATED AS REQUIRED FOR THE NEW ROOFING WORK.

END OF SECTION