

ADVERTISEMENT FOR BIDS

PROJECT INFORMATION

Notice to Bidders: **Qualified** bidders may submit bids for project as described in this Document.

Project Identification: LA PORTE COUNTY PUBLIC LIBRARY Exterior Window Replacement

Owner: La Porte County Public Library, 904 Indiana Ave., La Porte, IN 46350.

Engineer: Jones Petrie Rafinski, 325 S. Lafayette, Blvd., South Bend, IN 46601

Project Description: Replacement of and refurbishing of Exterior Windows at the main branch Library in LaPorte.

BID SUBMITTAL AND OPENING

Owner will receive sealed bids until the bid time and date at the location given below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:

Bids shall be filed with:

Administrative Services

La Porte County Public Library

904 Indiana Ave. La Porte IN 46350

Bids will be accepted during the hours of 8:00 A.M. to 5:00 PM (CST), up until 12:00 PM (CST) Tuesday, June 28th, 2022 (the "Deadline"). All bids received by the La Porte County Public Library by the Deadline will be publicly opened and read aloud at a public meeting to start at 1:00 PM (CST) on Tuesday, June 28th, 2022. Any bid received after the Deadline will be returned to the bidder unopened. After opening the bids, the Board will take all bids under advisement and refer them to Library staff for review and tabulation. The Board will meet on Thursday, July 21, at 5:30 PM (CST) to review the tabulations for consideration of awarding the bid at this meeting.

All bid documents may be obtained from the following sources:

- (1) A digital copy is available on the Library's website at laportelibrary.org
- (2) Hard copy documents may be viewed in person at La Porte County Public Library, 904 Indiana Ave. La Porte IN 46350

A bid, proposal or quotation submitted by a trust (as defined in IC 30-4-1-1(a)) must identify each Beneficiary of the trust and each Settler empowered to revoke or modify the trust.

Bids must be submitted on State Board of Accounts 2013 REVISED BID FORM 96. This form can be found on the Library's website under <https://laportelibrary.org/about/doing-business-with-the-library>.

Any deviation from the bid documents must be explained by bidder.

BID SECURITY

Bid security shall be submitted with each bid in the amount of **5%** of the bid amount. Bid security shall be a certified check or bid bond and shall be the bidder's guarantee that said bidder will, if the contract is awarded to said bidder, execute within ten (10) days of acceptance of the bid, a Contract for the work bid upon. All bid bonds shall be made payable to the Owner and be executed by a surety company authorized

to do business in the State of Indiana. No bids may be withdrawn for a period of **60** days after opening of bids. Owner reserves the right to reject any and all bids and to waive informalities and irregularities.

An out-of-state contractor will have Indiana State Gross Income Tax withheld by the Owner, unless they can show proof that they are registered with the Indiana Secretary of State to conduct business in the State of Indiana.

PREBID MEETING

Bidders are urged to attend a pre-bid open house at the jobsite on June 16th, 2022, 9:00AM (CST) at **904 Indiana Ave., La Porte, IN 46350** to evaluate the existing conditions. All questions regarding the project following the site visit shall be emailed to the Engineer at ekowalczyk@jpr1source.com no later than 5:00 PM (CST) Friday, June 17th, 2022.

TIME OF COMPLETION

Successful bidder shall begin the Work on receipt of the Notice to Proceed and shall complete the Work within the Contract Time. It is the intention of the Owner that construction of the project will start as early as July 28th 2022.

BIDDER'S QUALIFICATIONS

Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work.

The successful bidders will be required to furnish Performance and Payment Bonds for one hundred percent (100%) of their contract amount prior to execution of contracts. 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.

Bidders must satisfy all terms, conditions, and qualification criteria contained in Owner's "Responsible Bidding Practices and Submission Requirements for Submitting Bids to Perform Construction Work on Public Works Projects of the La Porte County Public Library Resolution", as adopted by the Board of Trustees of the La Porte County Public Library on May 21, 2019. Bidders may view that resolution at <https://laportelibrary.org/about/doing-business-with-the-library>.