

SECTION I
INVITATION TO BIDDERS

NOTICE TO BIDDERS

NOTICE IS HEREBY GIVEN THAT THE BOARD OF PUBLIC WORKS & SAFETY OF THE CITY OF SHELBYVILLE, INDIANA WILL RECEIVE SEALED BIDS FOR THE BELOW-DESCRIBED WORK AT THE LOCATION INDICATED.

SUNRISE PARK CONCESSION BUILDING PROJECT NO.:25-005

The City of Shelbyville, Indiana invites bids for the Sunrise Park Concession Building in Shelbyville, IN. Work includes the renovation and addition to the existing Sunrise Park concession building located at East South Street.

Copies of the contract bid documents may be obtained at the Shelbyville Clerk-Treasurer's office in Shelbyville City Hall, 44 W. Washington Street, Shelbyville, IN 46176 between the hours of 8:00 a.m. and 4:00 p.m. or via email request to tcomstock@cityofshelbyvillein.com starting Thursday, March 20, 2025. A \$10 nonrefundable fee is required for hardcopies.

Sealed bids will be received in the office of the Clerk-Treasurer until 4:00 pm on **Monday, April 7, 2025**. Any bids received later than the designated time will be returned unopened. All bids received shall be opened publicly and read aloud at the Board of Public Works meeting to be held at 44 W. Washington St. in the City Council Chambers of the City of Shelbyville, Indiana Tuesday, April 8, 2025 at 8:30 am. The Board of Public Works reserves the right to accept or reject any and all bids.

All bids shall be submitted on forms prescribed by the State Board of Accounts, which shall include, but not be limited to a financial statement, a statement of experience, a proposed plan or plans for performing the public work, the equipment available for the performance of the work and a non-collusion affidavit. A bid bond or a certified check will be required in the amount of 5% of the total bid.

Bids shall be submitted in a separate sealed envelope marked:

BID FOR: **Sunrise Park Concession Building**
 Project No.: 25-005
 City of Shelbyville, Indiana

Each Bidder is responsible for reading and being thoroughly familiar with the Contract Bid Documents and Specifications. The failure or omission of any Bidder to do any of the foregoing shall in no way relieve any Bidder from any obligation with respect of the Bid.

Each Bidder is invited to a Pre-Bid meeting at Sunrise Park on March 27th at 2:00 pm. The Parks Department will provide access to the existing building and be available for questions.

No Bidder may withdraw his bid within a period of 60 days following the date set for the receiving of bids. Bids may be held by the Board of Public Works & Safety for a period not to exceed thirty (30) days, from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of the bidder prior to awarding the contract.

The Board of Public Works & Safety reserves the right to reject any or all bids, or to accept any bid or bids, or to make such combination of proposals as may seem desirable, and to waive any and all informalities or minor defects in the bidding. The

Board of Public Works & Safety may award bids based upon selection of any proposal line items as well as mandatory alternatives. Bids shall be awarded to the bidder or bidders deemed to be the lowest and most responsive and responsible by the Board of Public Works & Safety.

BID SECURITY: Each bid shall be accompanied by a bid guaranty conforming to the Indiana Revised code. Said bid guaranty shall be a certified check in an amount equal to five percent (5%) of the BID; or, a bond for five percent (5%) of the BID as surety for the execution of the contract. The Bid bond shall be executed by an incorporated surety company in good standing and qualified to do business in the State of Indiana and whose name appears on the most current Treasury Department Circular No. 570. The bid bond form is included in the contract bid documents. Should any BID be rejected, such certified check or bond shall be forthwith returned to the BIDDER, and should any BID be accepted, such certified check or bond will be returned upon the proper execution and securing of the contract. When the contract is executed, the certified check or bid bond of all unsuccessful BIDDERS will be returned.

BONDS: A Performance & Payment Bond in the amount of 100 percent of the Contract price will be required from the Contractor to whom the work is awarded prior to the execution of the contract. All said bonds and liability insurance shall remain in effect for a period of twelve (12) months following completion and Board of Public Works and Safety acceptance of construction. The award of the contract is subject to all approvals required by local, state and federal agencies. Upon securing of all approvals, the successful bidder shall receive a "Notice to Proceed" with construction and said contractor shall begin construction within five (5) days of receipt of such notice, and shall complete the project pursuant to the contract documents.

Failure to execute a contract and to furnish a performance and payment bond, as hereinafter set out will be cause for forfeiture to the OWNER of the amount of money represented by the certified check or bidder's bond, as and for liquidated damages. A conditional or qualified Bid will not be accepted.

Bidders shall be required to meet all applicable State requirements including but not limited to those in IC 36-1-12.

Board of Public Works & Safety, City of Shelbyville, Indiana