NOTICE TO BID

Notice is hereby given that sealed bids for the Ball State University – Utility Relocation, will be received by at Ball State University Purchasing Services Office 3401 N Tillotson Ave, Muncie, IN.

Bids will be received for, Scope of Work including, but not limited to: Relocation of existing underground steam and condensate lines, until 2:00 PM EDT, Tuesday, May 14, 2019 to June Sanders, Senior Purchasing Agent, Ball State University. Bids received after that time will be returned unopened. Bids will be publicly opened and read aloud.

All work for the complete construction of the project shall be performed under the form of contract set forth in the Bidding Documents. Two copies of bid forms shall be submitted on forms provided in the project manual and shall be executed in accordance with the current edition of the Indiana Board of Accounts Form 96 – “Contractor’s Bid for Public Works”, with a financial statement complying with Section III of Form 96. Should a successful Bidder withdraw their Bid, fail to provide the required payment and performance bonds, or execute the contract, the Owner may then declare the Bid ineligible.

The Bidder and all of its subcontractors, whatever tier, whose respective contract is equal to or in the excess of $300,000 shall be qualified by the Indiana Department of Administration before performing any Work. A payment and performance bond will be required.

Bids shall be delivered in a sealed envelope plainly labeled to indicate the following:

Addressed to:
June Sanders, Senior Purchasing Agent
Matt Shultz, Sr. Project Manager Meyer Najem Construction, Inc.
Ball State University – Purchasing Services Office
3401 N. Tillotson Ave
Muncie, IN 47306

Attn.: Utility Relocation Project No.: 2019-05.01 XU
Bid Package: #1 – Site Utilities Scope of Work
(The name and return address of the Bidder)

All bid proposals shall be in full compliance with the bid documents which are on file with the Owner and are available for examination at the following locations:

Bid Documents may be viewed or obtained via the following:

a. Digital copies of the Bidding Documents may be obtained from the Meyer Najem Plan room via the Smartbid portal. Please contact Meyer Najem to obtain access to the digital files.

b. Meyer Najem Construction, Inc., 11787 Lantern Rd, Fishers, IN 46038, Tel: (317) 577-0007, Fax: (317) 577-0286

c. Ball State University Purchasing Services Digital copies of Bid Documents, which include project manual, drawings, specifications, bid forms and other related documents, may be obtained by contacting June Sanders, Senior Purchasing Agent Tel: (765) 285-1532, or Visit
http://cms.bsu.edu/About/AdministrativeOffices/Purchasing/PublicWorks.aspx and fill out the “Bid Doc Request Form”.

Prior to execution of the Contract, the Contractor receiving the contract shall furnish an approved Performance and Payment Bond in the amount of 100% of the contract amount, which shall cover the faithful performance of the Contract and the payment of all obligations arising hereunder. Performance and Payment Bonds shall remain in full force and effect for a period of one year after the Owner’s final settlement with the successful Bidder.

The Owner expects to award the Contract for the Work to the lowest, responsible, and responsive Bidder. The Owner reserves the right to hold bids, including any alternates, for up to 60 days from the date of the bid opening. The Owner reserves in its sole discretion the right to reject any and all bids, and to waive any irregularities, discrepancies, omissions, variances or informalities in the bids.

Pre-bid meeting will be held on Thursday, May 2, 2019 at 2:00 at Ball State University Purchasing Services Office, 3401 N. Tillotson Ave., Muncie, IN 47306. http://www.bsu.edu/map/

Visit http://cms.bsu.edu/About/AdministrativeOffices/Purchasing/PublicWorks.aspx web page to view current plan holder list, bid results and addendums and to obtain the Bid Document Request form.

Questions, or requests for equal status, shall be directed in writing (via email) to:

Attention: Matt Shultz, Sr. Project Manager
Meyer Najem Construction, Inc.
(317) 577-0007
mshultz@meyer-najem.com