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NOTICE TO BIDDERS

By: Moisture Management

Project & Location: Metropolitan School District of Washington Township
Hilltop Building Roof Replacement 2025
1915 East 86th Street
Indianapolis, IN. 46240

Owner & Location: The Metropolitan School District of Washington Township
H. Dean Evans Community and Education Center
8550 Woodfield Crossing Blvd.
Indianapolis, IN 46240

Until: Wednesday, February 5, 2025 at 2:00 PM (local time)

Bid Opening:

Bids for the replacement of the roof at the Hilltop Building as detailed in the Contract Documents will be publicly opened and read aloud at 2:00 PM (local time) on February 5th, 2025 at 8550 Woodfield Crossing Blvd., Indianapolis, IN 46240. Bids received by mail or other carrier must be addressed to Jim Boots C/O MSD of Washington Township 8550 Woodfield Crossing Blvd., Indianapolis, IN. 46240 and received on, or before 2:00 PM Wednesday, February 5th, 2025 to be valid. Bids received after 2:00 PM (local time) will be returned unopened.

Pre-Bid Meeting:

A Mandatory Pre-bid Conference will be held on January 21st, 2025 @ 10:00 am at the Project Site, (Hilltop Building, address listed above), for the purpose of reviewing the scope of work, project specifications and drawings, bid documents, bidder qualifying requirements and a tour of proposed roof areas.

Questions regarding the project will be clarified by the Consultant listed below. Project Manuals / Bid Documents shall be available on or after December 19th, 2024 and may be obtained with a refundable deposit of \$50.00 at the location listed below, or with no deposit at the Mandatory Pre-Bid Meeting:

<p>Moisture Management 9855 Crosspoint Blvd. - Suite 100 Indianapolis, Indiana 46256 (317) 577-0910</p>

Bidding Instructions and Information:

Bids shall be properly and completely executed on Indiana State Board of Accounts, Form 96, Revised 2013. Bidders shall also complete the Supplementary Bid Forms (included in the contract documents). Submit all original Bid Information and two (2) complete copies. Complete the entire Bid Form(s), including the Non-Collusion Affidavit, and the Bidders Financial Statement information as part of Indiana Form 96.

Bidders are required to include a Bid Bond or certified check in the amount of 10% of their Bid Price. Bidder receiving awards shall be required to provide acceptable surety in the form of a Performance Bond and Labor and Materials Payment Bond in the amount of 100% of the contract. Include the cost of all bonds and insurance in the bid amount.

Each bid must be accompanied by a signed and completed Non-Discrimination Affidavit (or MBE-1) in accordance with any applicable Minority Business Participation Policy and Rules.

Bid envelope shall be individually marked "**Roofing Bid**": **MSD of Washington Township (Hilltop Building Roof Replacement 2025) Attention: Jim Boots**. The name of the Roofing Contractor and the Project Name shall be clearly indicated. **Bids are to be in effect for 60 days.**

Project Description:

Metropolitan School District of Washington Township – Hilltop Building Roof Replacement as indicated in the Construction Documents. The contract will be awarded to the best responsive & responsible qualified bidder(s).

Construction Schedules:

Work under this contract can commence upon Notice of Award, OR on June 2nd, 2025. Timely completion of the work specified is an essential condition of this contract. Work is to be completed by August 8th, 2025.

Metropolitan School District of Washington Township reserves the right to reject any and all bids; is not obligated to accept the lowest or any other Bid; and may waive any formalities in bidding procedure. Metropolitan School District of Washington Township does not discriminate on the basis of race, color, religion, gender, national origin age, or individuals with disabilities, including limited English proficiency, in its programs or employment policies as required by the Indiana Civil Rights Act (I.C. 22-9.1), Title VI and VII (Civil Rights Act of 1964), the Equal Pay Act of 1973, Title IX (Educational Amendments), and Section 504 (Rehabilitation Act of 1973).

The members of the School Board, leadership of the Metropolitan School District of Washington Township and Moisture Management are all committed to ensuring the utilization of diverse suppliers on this Construction Project. The School Board passed a resolution highlighting and reinforcing the District's commitment to supplier diversity. This Resolution is a part of the project documentation and emphasizes the importance of diverse inclusion in the bidding process.

END OF SECTION