

NOTICE TO CONTRACTORS

**INVITATION TO BID ON DESIGNING AND REMODELING
OF 26-28 SOUTH WABASH STREET, PERU, INDIANA**

Notice is hereby given that Miami County, Indiana, will receive sealed bids for the design and remodeling of 26-28 South Wabash Street, Peru, Indiana ("Project"), until noon on the 13th day of Feb, 2021. All bids must be mailed or delivered to the Miami County Auditor's office located on the second floor of the Miami County Courthouse. Any bid received after the designated time will be returned to the bidder unopened. The bids will be publicly opened and read by the Board of Commissioners at its meeting scheduled for 9:00 a.m. on the 16th day of Feb, 2021, to be held in the GAR Room of the Miami County Courthouse.

Bidding documents, a floor plan, and a general description of the expected scope of the design and remodeling work may be obtained at the Auditor's office during normal business hours.

The following documents are required with each bid:

1. Bid
2. Bidder's Bond or certified check for 5% of the amount of the bid
3. Form 96
4. E-Verify Affidavit

The County reserves the right to reject and/or cancel any and all bids, solicitations and/or offers in whole or in part if deemed not in the best interests of the County. The County also reserves the right to waive irregularities in any bid, and to accept any bid which is deemed favorable to the County.

MIAMI COUNTY BOARD OF COMMISSIONERS
Mary Brown, Auditor

Coroner

Garage:

30 x 38

2-Overhead garage doors 12 x 12

2-Parking bays for Coroner Vehicle and Environmental Health Truck

1-Storage closet large enough to house 5 cots (cots are 8 feet in length)

-Pressure washer

-Drainage in bays

-Metal or galvanized walls to allow for sanitizing

-Maximum number of outlets installed in 30 x 38 garage

-Concrete flooring or flooring that can be easily sanitized

-All LED Lighting

Autopsy Room:

23 x 22

-Stainless steel counter with 2 sinks 20 feet in length

-New stainless steel autopsy table

-Proper ventilation for autopsy room

-Locking metal cabinets below and above sinks

-Installation of I-Beam

-Body lift up to 1000 lbs.

-Drainage under table

-Metal or galvanized walls to allow for sanitizing

-Water and electricity to autopsy table

-Outlets installed above autopsy table

-Maximum number of outlets installed in 23 x 22 room

-Concrete flooring or flooring that can be easily sanitized

-All LED Lighting

Change Room:

10 x 6

-Installation of counter and cabinets

-Maximum number of outlets installed in 10 x 6 room

-Metal or galvanized walls to allow for sanitizing

-All LED Lighting

-Concrete flooring or flooring that can be easily sanitized

Morgue Office:

11 x 12

- Desk, file cabinet, chair, desktop computer, printer, fax, phone, additional storage cabinets
- Maximum number of outlets installed in 11 x 12 room
- All LED Lighting
- Drywall finish
- No carpet

Storage/File Room:

12 x 12

- Area plumbed and ventilated for washer and dryer
- Digital door lock to room to eliminate need for keys
- File cabinets
- All LED Lighting
- Drywall finish
- No carpet

Restroom:

- To include shower and cabinet for storage
- No carpet
- Walls that can be sanitized

Remainder of Facility:

- All LED Lighting
- Carpet except for restrooms, 2 exam rooms and entrance to lobby
- Painted in all neutral paint throughout
- Reuse cabinets in existing kitchen. Update the refrigerator and electric stove
- Any updates needed to heating system
- New roof
- IT services

BID OF

(Contractor)

(Address)

**FOR
PUBLIC WORKS PROJECTS
OF**

Filed _____,

Action taken _____



CONTRACTOR'S BID FOR PUBLIC WORK - FORM 96

State Form 52414 (R2 / 2-13) / Form 96 (Revised 2013)

Prescribed by State Board of Accounts

PART I

(To be completed for all bids. Please type or print)

Date (month, day, year): _____

1. Governmental Unit (Owner): _____

2. County : _____

3. Bidder (Firm): _____

Address: _____

City/State/ZIPcode: _____

4. Telephone Number: _____

5. Agent of Bidder (if applicable): _____

Pursuant to notices given, the undersigned offers to furnish labor and/or material necessary to complete the public works project of _____

(Governmental Unit) in accordance with plans and specifications prepared by _____

_____ and dated _____ for the sum of

_____ \$ _____

The undersigned further agrees to furnish a bond or certified check with this bid for an amount specified in the notice of the letting. If alternative bids apply, the undersigned submits a proposal for each in accordance with the notice. Any addendums attached will be specifically referenced at the applicable page.

If additional units of material included in the contract are needed, the cost of units must be the same as that shown in the original contract if accepted by the governmental unit. If the bid is to be awarded on a unit basis, the itemization of the units shall be shown on a separate attachment.

The contractor and his subcontractors, if any, shall not discriminate against or intimidate any employee, or applicant for employment, to be employed in the performance of this contract, with respect to any matter directly or indirectly related to employment because of race, religion, color, sex, national origin or ancestry. Breach of this covenant may be regarded as a material breach of the contract.

CERTIFICATION OF USE OF UNITED STATES STEEL PRODUCTS

(If applicable)

I, the undersigned bidder or agent as a contractor on a public works project, understand my statutory obligation to use steel products made in the United States (I.C. 5-16-8-2). I hereby certify that I and all subcontractors employed by me for this project will use U.S. steel products on this project if awarded. I understand that violations hereunder may result in forfeiture of contractual payments.

ACCEPTANCE

The above bid is accepted this _____ day of _____, _____, subject to the following conditions: _____

Contracting Authority Members:

PART II

(For projects of \$150,000 or more – IC 36-1-12-4)

Governmental Unit: _____

Bidder (Firm) _____

Date (month, day, year): _____

These statements to be submitted under oath by each bidder with and as a part of his bid. Attach additional pages for each section as needed.

SECTION I EXPERIENCE QUESTIONNAIRE

1. What public works projects has your organization completed for the period of one (1) year prior to the date of the current bid?

Contract Amount	Class of Work	Completion Date	Name and Address of Owner

2. What public works projects are now in process of construction by your organization?

Contract Amount	Class of Work	Expected Completion Date	Name and Address of Owner

3. Have you ever failed to complete any work awarded to you? _____ If so, where and why?

4. List references from private firms for which you have performed work.

SECTION II PLAN AND EQUIPMENT QUESTIONNAIRE

1. Explain your plan or layout for performing proposed work. *(Examples could include a narrative of when you could begin work, complete the project, number of workers, etc. and any other information which you believe would enable the governmental unit to consider your bid.)*

2. Please list the names and addresses of all subcontractors *(i.e. persons or firms outside your own firm who have performed part of the work)* that you have used on public works projects during the past five (5) years along with a brief description of the work done by each subcontractor.

3. If you intend to sublet any portion of the work, state the name and address of each subcontractor, equipment to be used by the subcontractor, and whether you will require a bond. However, if you are unable to currently provide a listing, please understand a listing must be provided prior to contract approval. Until the completion of the proposed project, you are under a continuing obligation to immediately notify the governmental unit in the event that you subsequently determine that you will use a subcontractor on the proposed project.

4. What equipment do you have available to use for the proposed project? Any equipment to be used by subcontractors may also be required to be listed by the governmental unit.

5. Have you entered into contracts or received offers for all materials which substantiate the prices used in preparing your proposal? If not, please explain the rationale used which would corroborate the prices listed.

SECTION III CONTRACTOR'S FINANCIAL STATEMENT

Attachment of bidder's financial statement is mandatory. Any bid submitted without said financial statement as required by statute shall thereby be rendered invalid. The financial statement provided hereunder to the governing body awarding the contract must be specific enough in detail so that said governing body can make a proper determination of the bidder's capability for completing the project if awarded.

SECTION IV CONTRACTOR'S NON – COLLUSION AFFIDAVIT

The undersigned bidder or agent, being duly sworn on oath, says that he has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting nor to prevent any person from bidding nor to include anyone to refrain from bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

He further says that no person or persons, firms, or corporation has, have or will receive directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale.

SECTION V OATH AND AFFIRMATION

I HEREBY AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FACTS AND INFORMATION CONTAINED IN THE FOREGOING BID FOR PUBLIC WORKS ARE TRUE AND CORRECT.

Dated at _____ this _____ day of _____, _____

(Name of Organization)

By _____

(Title of Person Signing)

ACKNOWLEDGEMENT

STATE OF _____)
) ss
COUNTY OF _____)

Before me, a Notary Public, personally appeared the above-named _____ and swore that the statements contained in the foregoing document are true and correct.

Subscribed and sworn to before me this _____ day of _____, _____.

Notary Public

My Commission Expires: _____

County of Residence: _____