

**CITY OF FISHERS**  
**NOTICE TO BIDDERS**

Notice is hereby given that sealed bids will be received:

By / At: City of Fishers, Indiana  
Department of Public Works  
10212 Eller Road  
Fishers, Indiana 46038

Project: City of Fishers Parks Entry Signage

Until: 9:00 A.M., local time, October 3, 2024

**Receipt of Bids:** Bids received after the stated time will be returned unopened. Bids are to be submitted on the Bid Form as provided in the Project Manual and on Indiana State Board of Accounts Form No. 96 (revised 2013) as required by the statutes of the State of Indiana. Bidders shall submit financial data, statement of experience, proposed plan for performing the Work and the equipment the Bidder has available for the performance of the Work, along with a properly signed Affidavit of Non-Collusion as required by Form No. 96. Bids shall be submitted in a sealed envelope, marked with the name and address of the Bidder, and clearly identified:

SEALED BID: City of Fishers Parks Entry Signage

**Bid Opening:** Bids will be publicly opened and read aloud by the City of Fishers at the Department of Public Works, 10212 Eller Road Fishers, Indiana 46038, at 9:00 AM, local time, October 3, 2024.

**Pre-Bid Meeting:** A **Mandatory Pre-Bid meeting** for interested parties will be held on Tuesday, September 17 2024 at 9:00 AM, local time at 10212 Eller Road Fishers, IN 46038, in the upstairs Training Room. For special accommodations for individuals planning to attend the Pre-Bid meeting or public bid opening, please call or notify the City of Fishers at (317) 595-3160 at least forty-eight (48) hours prior thereto.

**The Work:** The Work shall be completed by certified / qualified Contractor(s) and Subcontractor(s) for the Project all as required by the Bidding Documents which have been assembled into a bound Project Manual and consists of:

- (1) Cover Page
- (2) Notice to Bidder
- (3) Instructions to Bidder
- (4) Bid Form
- (5) Agreement
- (6) Notice of Award
- (7) Manufacturer's List
- (8) Subcontractor's List

**Contract Award:** Any Bid may be withdrawn prior to the deadline for receipt of Bids, but no Bidder shall withdraw its Bid within sixty (60) days after the opening of the Bids. If a contract is awarded, it will be to the "lowest responsible and responsive bidder" in accordance with Indiana Code 36-1-12-1 et seq. The Owner, however, reserves the right to reject and/or cancel any and all Bids, solicitations and/or offers in whole or in part as specified in the solicitation when it is not in the best interests of the Owner, and waive any informalities, discrepancies, omissions, variances, or irregularities in bids received in its sole

discretion. The Bid Bonds and certified checks of unsuccessful bidders will be returned upon selection of the successful Bidder, execution of the Agreement, and provision of the required Performance and Payment Bonds and Certificate of Insurance.

Bid Documents: Interested Bidders may obtain electronic Bidding Documents from <https://www.fishers.in.us/bids.aspx>. All other Bidders may purchase electronic or printed sets directly from City of Fishers Department of Public Works, 10212 Eller Road, Fishers IN 46038.

All questions concerning bidding shall be directed to Eric Steiner, Assistant Director of Public Works via email at [steinere@fishers.in.us](mailto:steinere@fishers.in.us) and copied to Eric Pethtel, Director of Public Works at [pethtele@fishers.in.us](mailto:pethtele@fishers.in.us).

Bid Documents – Review:

Construction will be in accordance with the Bidding Documents, which may be viewed at

1. City of Fishers Department of Public Works, 10212 Eller Road, Fishers IN 46038

Bidders shall assure that they have obtained complete sets of Bidding Documents and the Project Manual and shall assume the risk of any errors or omissions in Bids prepared in reliance on incomplete sets of Bidding Documents or Project Manual. Bids must be submitted on the forms contained in the Project Manual and must contain the names of every person or company interested therein.

Bid Security: Each Bid shall be accompanied by bid security in the form of a Bid Bond as provided in the Project Manual in the amount of ten percent (10%) of the total Bid amount, including alternates with a satisfactory corporate surety qualified to do business in the State of Indiana or by a certified check made payable to the City of Fishers, on a solvent bank in the amount of ten percent (10%) of the amount of the total Bid including alternates. The Bid Bond or certified check shall be security that the successful Bidder will, within ten (10) calendar days or such other time specified by Owner from the acceptance of the Bid, execute the Agreement and provide the required Payment and Performance Bonds, included in the Project Manual and Certificate of Insurance.

Performance Bond and Labor and Material Payment Bond:

A Performance Bond with good and sufficient surety as required by the Owner on the Form provided in the Project Manual, shall be required of the successful Bidder in an amount equal to at least one hundred percent (100%) of the Contract Sum, conditioned upon the faithful performance of the Agreement. The surety of the Performance Bond may not be released until one (1) year after the Owner's final settlement with the Contractor.

The Contractor shall provide a Payment Bond with a good and sufficient surety as required by the Owner on Form provided in the Project Manual, in an amount equal to one hundred percent (100%) of the Contract Sum. The Payment Bond is binding on the Contractor, its subcontractors, and their successors and assigns for the payment of all indebtedness to a person for labor and services performed, material furnished, or services rendered. The Payment Bond must state that it is for the benefit of the subcontractors, laborers, material suppliers, and those performing services. The surety of the Payment Bond may not be released until one (1) year after the Owner's final settlement with the Contractor.

All out-of-state bidder corporations must have a Certificate of Authority to do business in the State. Application forms may be obtained by contacting the Secretary of State, State of Indiana, Statehouse, Indianapolis, Indiana 46204.

CITY OF FISHERS

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BY: \_\_\_\_\_

PRINTED: \_\_\_\_\_