

## NOTICE TO BIDDERS

RATIO Architects, Inc., on behalf of the owner, shall accept sealed bids for work at Benjamin Harrison Presidential Site in Indianapolis, Indiana, under one unified prime contract from invited bidders for the following:

- Masonry Restoration
- Historic Window Restoration
- Chimney cap repairs
- Joint Sealant replacement at front porch and steps
- Slate roof inspection and repair
- Historic Wood Door Restoration
- Replacement of existing HVAC equipment
- Repairs to subfloor at hall between rooms 104A and 108
- Rehabilitate toilet room 211
- Rehabilitate third floor gallery and library, including new casework
- Restoration of historic wood casework and wood floor in rooms 110A and 110B
- Selective plaster repairs in rooms 108, 110A, 110B, 201, 202, 203, 212, 216, 210, 304,
- Repaint exterior of house
- Repaint exterior of carriage house
- Install missing quarter-round shoe molding and clean wood floors in room
- 205
- Restore and reinstall fireplace summer cover in room 205
- Remove 1970s partition between rooms 212 and 216; repair plaster and repaint walls and ceiling
- Restore six wood panel doors now in basement and reinstall in original locations on second floor
- Install new doors at basement

A voluntary Pre-Bid Meeting will be held at 2:00 P.M. (local time) on Wednesday, January 12, 2022, at 1230 North Delaware Street, Indianapolis, IN 46202. Attendees must follow the owner's COVID-19 precautions while in the building. Any additional contractor site visits will need to be scheduled with Charles Hyde at 317-631-1888.

With regards to COVID-19 and contractors visiting or working at the site: We ask that all contractors work to ensure no infected employees are allowed on our site and each employer must provide adequate protections to your own employees. This includes ensuring any employee presenting flu-like symptoms in the two weeks prior to the service date not be allowed to service our site. We would ask you send a different employee or pause your service until the two week symptom free window has passed. If awarded the contract, selected contractor will be required to provide a COVID-19 safety and work plan for owner review. This plan shall follow CDC guidelines in place at time work plan is published.

Bids shall be submitted by email to [BRoss@RATIOdesign.com](mailto:BRoss@RATIOdesign.com) By 2:00 P.M. (Local Time) on Friday, January 21, 2022. Hand delivered bids will not be accepted at this time.

Bids received after such hour will be returned unopened. Bids shall be opened privately. Do not contact Owner for bid results.

All bids must be submitted on the bid forms as identified in the Contract documents and Specifications.

Drawings, Project Manual, and other Bidding Documents are on file and may be examined at the following places effective after 12:00 P.M., January 5, 2021:

1. ARCHITECT:  
RATIO Architects, Inc.  
101 South Pennsylvania Street  
Indianapolis, Indiana 46204-3684  
(317) 633-4040
  
4. RATIO Plan Room  
[www.ratioplanroom.com](http://www.ratioplanroom.com)

Complete copies of the Bid Documents may be ordered by prospective Prime Bidders from Eastern Engineering, Inc. at [www.ratioplanroom.com](http://www.ratioplanroom.com). Sets or partial sets may be purchased from printer for the reproduction and delivery cost as determined by Eastern Engineering, Inc., which is NOT refundable. Purchase of partial sets does not waive the Prime Bidders' responsibility to provide a complete bid.

The work to be performed and the bid to be submitted shall include sufficient and proper sums for all general construction, labor, materials, permits, licenses, insurance, and so forth incidental to and required for the construction of the facilities. Owner requires that the General Prime Contractor have representation on site at all times during the work of all sub-contractors and trades. The project is sales tax exempt.

Each bid shall be accompanied by a certified check or acceptable bidder's bond made payable to the Owner, in a sum of not less than Ten percent (10%) of the total amount of the highest aggregate bid, which check or bond will be held by the Owner as evidence that the bidder will, if awarded the contract, enter into the same with the Owner upon notification from him to do so within ten (10) days of said notification.

Each bidder shall include in his proposal, as an alternate bid, the cost of a Performance Bond and the cost of a Payment Bond. The Performance Bond shall be in the amount of 100% of the Contract Sum. The Payment Bond shall be in an amount of 100% of the Contract Sum. If the alternate is accepted, the bonds shall be executed by the bidder and by a surety company with A.M. Best rating of B+ or better, approved by the Owner and qualified to do business in the State of Indiana. Bonds shall be executed on AIA Form A312. Bonds shall be payable to: "Benjamin Harrison Presidential Site."

The Owner seeks to expand opportunities for M-W-VBE enterprises and has set goals for participation in this project. Refer to Procurement and Contracting Requirements Section 004339 for program requirements and information that must be provided with Bid and requirements during construction.

The Owner reserves the right to reject any bid, or all bids, or to accept any bid or bids, or to make such combination of bids as may seem desirable, and to waive any and all informalities in bidding. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. No bid may be withdrawn after the scheduled closing time for receipt of bids for at least ninety (90) days.

A conditional or qualified Bid will not be accepted.

Bids shall be properly and completely executed on bid forms included in the Specifications. Bids shall include all information requested. The Bidder shall submit a financial statement upon owner's request. The Owner may make such investigations as deemed necessary to determine the ability of the Bidder to perform the work and the Bidder shall furnish to the Owner all such information and data for this purpose as the Owner may request. The Owner reserves the right to reject any bid if the evidence submitted by, or investigation of, such Bidder fails to satisfy the Owner that such Bidder is properly qualified to carry out the obligations of the Agreement and to complete the work contemplated therein.

Each Bidder is responsible for inspecting the Project site(s) and for reading and being thoroughly familiar with the Contract 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 to its Bid.

Requests for clarification or interpretation of the Bidding Documents shall be submitted in writing and received 7 days prior to Bid Due date via email to Ben Ross – Project Manager – [BRoss@Ratiodesign.com](mailto:BRoss@Ratiodesign.com). All responses will be made by Addendum.

## **QUALIFICATIONS OF BIDDERS**

The Owner may make such investigations as they deem necessary to determine the ability of the Bidder to perform the work and the Bidder shall furnish to the Owner all such information and data for this purpose as the Owner may request.

If requested by the Owner, as a part of the investigation of ability of the Bidder to perform the work of this Contract, the Bidder shall furnish a letter from his insurance and bonding company or companies signed by an authorized party of said company or companies that payment and performance bonds in the amount of the proposed Contract can be supplied to the Owner. This letter shall also indicate the cost of said bonds. The cost will be paid by the Owner, should the Owner elect to exercise the Owner's option to require such bonds via acceptance of the alternate bid. Bidder is referred to the Insurance Requirements. By submission of a Bid, Bidder states he can provide required insurance.

**INSURANCE REQUIREMENTS**

<b>Coverages</b>	<b>Minimum Limits</b>	<b>Comments</b>
<b>Construction/Renovation/Restoration Projects: Contractors, Subcontractors</b>		
Commercial General Liability (CGL) -or- Umbrella Liability	Major Projects  \$10 Mil Occurrence	Institution endorsed as additional insured. Site specific limits. Products and completed operations. Explosion, collapse and underground property damage liability. Subcontractors: \$3 Mil Occurrence
Workers' Compensation*	Statutory Benefits \$1 Mil Employers Liability \$1 Mil Occupational Disease	All subcontractors must also provide COIs. Applicable in state where the work is performed.
Auto Liability	Major Projects  \$5 Mil Occurrence/Combined Single Limit	"Any autos" including owned, leased, non-owned, and hired vehicles. All subcontractors must also provide COIs. \$1 Mil Occurrence/Combined Single Limit
Environmental/Pollution Liability	\$5 Mil Project Specific Aggregate	Applies to general contractor. Institution endorsed as additional insured.

**HPF GRANT REQUIREMENTS**

This project is funded in part by a grant from the U.S Department of the Interior, National Park Service's Historic Preservation Fund Program and is being administered by the Indiana Department of Natural Resources, Division of Historic Preservation and Archaeology. Compliance with all applicable federal, state and local laws, rules and regulations is required.

Compliance with the applicable Secretary of the Interior's Standards and Guidelines is required.

The Indiana Department of Natural Resources, The Indiana State Auditor, The U.S. Department of the Interior, The Comptroller General of the United States, or any of their duly authorized representatives, will have access to any books, documents, papers and records of the contractor that are directly pertinent to that specific contract, for the purpose of making audit, examinations, excerpts, and transcriptions. Such records must be maintained for three (3) years after closeout of the contract.

No part of the money appropriated by any enactment of Congress will, in the absence of express authorization by Congress, be used directly or indirectly to pay for any personal service, advertisement, telegram, telephone, letter, printed or written matter, or other device, intended or designed to influence in any manner a Member of the U.S. Congress, to favor or oppose, by vote or otherwise, any legislation or appropriation by Congress, whether before or after the introduction of any bill or resolution proposing such legislation or appropriation, but this will not prevent officers or employees of the State of Indiana from communicating to Members of Congress at the request of any Member, or to Congress through proper official channels, requests for legislation or appropriations that they deem necessary for the efficient conduct of public business.

The project must be carried out in compliance with the Copeland Anti-Kickback Act (18 USC 874) as supplemented in Department of Labor regulations. This act provides that each contractor will be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation of which he or she is otherwise entitled.

The project must be carried out in compliance with Executive Order 11246, entitled "Equal Employment Opportunity, " as amended by Executive Order 11375, and as supplemented in Department of Labor Regulations (41 CFR 60).

The project must be carried out in compliance with mandatory standards and policies relating to energy efficiency that are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

All contractors participating in projects receiving federal assistance must take the necessary steps to insure themselves and their personnel and to comply with the applicable local, state or federal safety standards including those issued pursuant to the National Occupational Safety Act of 1970.

Minimum standards for facilities to be used by the disabled are to be included in the project specifications to the maximum extent possible for any historic preservation construction grant (consistent with the Secretary of the Interior's Standards for Rehabilitation), as required by the Architectural Barriers Act of 1968, as amended (Public Law 90-480, 42 USC 4151 et. Seq.) and Section 502 of the Rehabilitation Act of 1973 (Public Law 93-112, as amended, 29USC 792).

The project must be carried out in compliance with Section 401 of the Lead-Based Paint Poisoning Prevention Act (Public Law 91-695, 84 Stat. 2078, as amended by Public Law 93-151, 48 USC 4801 et. Seq.) which prohibits the use of lead-based paint in residential structures constructed or rehabilitated with federal assistance.

# **RATIO Design**

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Dated this November 30, 2021  
Charles Hyde, President and CEO  
Benjamin Harrison Presidential Site

**END OF SECTION 001101**