

NOTICE TO BIDDERS

- A. Sealed bids to provide all equipment, labor, and material to complete project titled:
Bracken Library Roof #2 and #10 Replacement Project
will be received in the office of Mark Keever, Purchasing Coordinator, Ball State University, Showalter Service Center, Service & Stores Building, Door 3, 3401 N Tillotson Ave, Muncie Indiana, until **11:00 A.M.** Eastern Daylight Time,
Thursday, June 18, 2009
- B. Bidding documents are on file and may be examined at the following locations or on their website:

BSU Facility Management Office
3401 N Tillotson Ave
Muncie IN 47306
www.bsu.edu/facilities

BX Indiana Construction League
1200 S Madison Ave LL20
Indianapolis IN 46225
www.construction-league.com

McGraw Hill Dodge
8900 Keystone Crossing #540
Indianapolis IN 46240
www.dodge.construction.com

Bid Tool Plan Center
One Oakbrook Terrace #510
Oak Brook IL 60181
www.bidtool.net

M.A.C.I.A.F
3215-A Sugar Maple Ct
South Bend IN 46628
www.planroom@constructionsite.org

ISQFT Indpls Planroom
9901 Allisonville Rd
Fishers IN 46038
www.ISQFT.com

Reed Construction/Production
30 Technology Pky S #500
Norcross GA 30092
www.reedepr.com

- C. Scope of Work to include, but not limited to: removal of an existing multi-ply roofing membrane with insulation/board under the installation of an existing ballasted EPDM membrane with existing insulation. Reworking of existing flashings, caulking of masonry joints and some plumbing/electrical work will occur. Minor work at curbs, roof drains, and plumbing vents will also be required.
- D. Pre-bid meeting in the BSU Purchasing Office:
Monday, June 8, 2009 at 9:00 A.M. EDT in the Purchasing Dept, Ball State University, Showalter Service Center, Service & Stores Bldg, Door 3, 3401 N Tillotson, Muncie IN 47306 <http://www.bsu.edu/map/>

- E. Bid Documents, which include project manual, blue prints, bid forms and other related documents,(available in CD format only) may be obtained by contacting Mark Keever, Purchasing Coordinator or Melody Buchanan, Purchasing/Public Works Assistant, Service & Stores Building, 3401 N. Tillotson Avenue, Muncie IN 47306, Tel: (765) 285-1532, Fax:(765) 285-1756.
- F. Bid documents are also available to subcontractors upon request.
- G. Bids shall be properly executed, addressed to Ball State University Board of Trustees, submitted on Form 96, (revised 2005) as prescribed by the Indiana State Board of Accounts giving financial data as recent as possible and in no event older than 90 days.
- H. Each bid shall be accompanied by a certified check or bank draft, made payable to the order of Thomas J. Kinghorn, Vice President for Business Affairs & Treasurer of Ball State University, Muncie, Indiana, or by an acceptable bidder's bond for an amount not less than 5 percent of the total bid price
- I. All copies of the Bid, the bid security, and any other documents required to be submitted with the Bid shall be enclosed in a sealed opaque envelope marked SEALED BID. The envelope shall be addressed to Ball State University Board of Trustees and shall be identified with the Project name, the Bidder's name and address and, if the Bid is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope marked "SEALED BID ENCLOSED" on the face thereof.
- J. The contractor awarded work shall be required to furnish an acceptable surety bond in the full amount of the contract.
- K. Ball State University reserves the right to reject any bids or all bids, to make any combination thereof, to waive any informalities therein, and to return unopened any bids received after the time fixed herein.
- L. Bids received after the designated time for closing will be returned unopened. Bids may be withdrawn prior to the designated time, but no bids shall be withdrawn for a period of sixty (60) days thereafter.
- M. Visit www.bsu.edu/purchasing/publicworks web page to view current plan holder list, bid results and updates and to obtain the Bid Document Request form.

BALL STATE UNIVERSITY
By: Thomas J. Kinghorn
Vice President for Business
Affairs and Treasurer