



Memo

To: Area Building Contractors
From: Janet Fawley, Parks Administrator
RE: Spencer Park Restroom Construction
Date: Monday, October 22, 2018

Ladies & Gentlemen:

The Logansport Parks & Recreation Department has been making plans to construct a new restroom at Spencer Park, 3319 E. High St. in Logansport.

We would like to invite you to bid on this project, which will actually take place in the new year.

See enclosed a copy of our "Notice to Bidders" for more details. The deadline is Tuesday, November 6, 2018, 3:30 P.M. local time.

Don't hesitate to contact me if you have any questions. Feel free to contact me at the office, or on my cell phone, 574-870-7013.

Thank you for your consideration!

00001 - NOTICE TO BIDDERS

Notice is hereby given that sealed proposals will be received:

By: Logansport Clerk-Treasurer's office, 601 E. Broadway, Room 203,
Logansport, IN on behalf of the Logansport Parks Department.

For: Construction of New Restrooms at Spencer Park, in Logansport, Indiana

Until: Tuesday, November 6, 2018, 3:30 P.M. local time

All proposals shall be opened at the meeting of the Board of Works at 10:00 A. M., Wednesday November 7, 2018. Proposals received after the hour and date set for the receipt of proposals shall be returned unopened.

Proposals shall be in full accordance with the Project Documents, which are on file with the Owner and may be examined by prospective Bidders at the Clerk-Treasurer's office in addition to the following locations:

Logansport Parks Department
1701 Dividend Dr.
Logansport, IN 46947

Mattox & Associates
423 West Front Street
Delphi, IN 46923

Bidders may obtain up to two complete sets of Bidding Documents from the office of the Architect, 423 West Front St., Delphi, Indiana 46923, upon receipt of a check for \$50.00 for each complete set of Bidding Documents requested. Checks shall be made out to Mattox & Associates. Electronic copies of Bidding Documents may be obtained by contacting Mattox & Associates, 765-564-4528, e-mail: mattoxassoc@frontier.com.

Should a Bidder desire additional sets or non-bidder desire sets of the Bidding Documents, same will be furnished upon receipt of \$50.00 for complete sets, \$5.00 per individual sheets of drawings, and \$.20 per individual sheets of specifications, which charge will not be refunded.

Each proposal must be enclosed in a sealed envelope bearing the title of the Project and the name and address of the Bidder to the Logansport Clerk-Treasurer's office, 601 E. Broadway Room 203, Logansport IN 46947. **The deadline is Tuesday, November 6, 2018, 3:30 P.M. local time.**

Each proposal shall be accompanied by a certified check, or acceptable bid bond, made payable to the Owner in the sum of not less than five percent (5%) of the total amount of the proposal. The check or bond will be held by the Owner as evidence that the bidder will, if awarded the contract, enter into a contract with the Owner upon notification from him to do so within ten (10) days of said notification.

NOTICE TO BIDDERS

00001-1

An approved Performance and Payment Bonds guaranteeing faithful and proper performance of the work and materials, to be executed by an acceptable surety company, will be required of the Contractor at the time he executes his contract. The bond will be in the amount equal to one hundred percent (100%) of the Contract Price and said bond shall remain in full force and effect for a period of one (1) year after date of Substantial Completion of the work.

The Owner reserves the right to accept or reject any bid and to waive any irregularities in bidding. The Base Bid may be held for a period not to exceed sixty (60) days before awarding Contracts. All additive Alternate Bids may be held for a period not to exceed ninety (90) days after signing of Contract.

End of Section - 00001