

Notice is hereby given, that the City of New Castle, Henry County, Indiana, hereinafter referred to as the Owner, will receive sealed proposals for Construction Services for:

**Asbestos Abatement and Removal Maxwell Commons (1400, 1404, 1408 and 1410 Broad Street) New Castle Indiana.**

This bid scope will run consecutive to other bid packages for Exterior and Interior Renovation and New Construction.

Sealed proposals are invited and may be delivered or forwarded by registered mail, addressed to the City of New Castle in care of the Office of the Mayor until 3:00pm (local time) on June 3, 2010.

**DELIVER TO:**

City of New Castle, Office of the Mayor  
227 North Main Street  
New Castle, Indiana 47362  
Attn: Jeana Davis

**INSTRUCTIONS:**

- One (1) Copy of all required Bid Documents
- Cover Sheet "Bid Tab" completed and signed
- Sealed in Labeled Envelope, opaque, marked "Open 3:10pm June 3, 2010 Only"
- Sealed Envelope shall be SEPARATE from shipping materials, to protect confidentiality

Proposals received after such time will be returned unopened. Bids received prior to this time shall be opened and publicly read June 3, 2010 at 3:10pm at the New Castle City Hall – 227 North Main Street, New Castle, Indiana. All interested citizens are invited to attend and should any citizens require special provisions, such as handicapped modifications or non-English translation personnel, the City will provide such provisions as long as the request is made by 4:00pm (local time) May 28, 2010.

An apparent low-bidder will be publicly announced immediately following this meeting. The City of New Castle and its agents will proceed with verification of apparent low bidder's qualifications, as set forth in the construction documents, and anticipates finalizing a contract at the regularly scheduled Board of Works Meeting June 7, 2010. Construction for this package is tentatively schedule to begin no later than July, 2010

**Abatement Scope Specification Documents will be available for review and free distribution on May 20, 2010 at the locations listed below.**

A pre-bid meeting and site visit will be held at 10:30am (local time) on May 25, 2010 starting at the corner of 1400 Broad Street, New Castle, Indiana. All contractors (subcontractors, small, minority and/or women owned enterprises and other interested parties are invited to attend. This meeting is highly recommended, though not mandatory to meet the bid requirements.

There is a 10% goal MBE and WBE participation in this project (see Project Summary below).

Questions on the project should be directed to the Architect of Record:

Brenner Design, Inc.  
108 East Market Street  
Indianapolis, Indiana 46202  
(317) 262-1220  
bmather@brennerdesign.com  
Attn: Project Manager, Brent Mather

The final day for questions submitted to the Architect and Owner is set for May 27, 2010 at 4:00pm (local time). Questions must be submitted in writing and accordance with the procedure set forth in the construction documents. All questions will be collated and answered in a final addendum to the construction documents, to be released by 5:00pm (local time) on May 28, 2010 to all registered prospective bidders.

**Project Summary / Contract Requirements Summary**

This Project consists of, not limited to: limited demolition and asbestos abatement / removal at four street addresses (3 independently structured buildings comprising the Maxwell Commons (1400, 1404, 1408 and 1410 Broad Street) New Castle Indiana as shown on the Specifications and Contract Documents prepared by Patriot Engineering, dated 20 May 10. There is NO LEAD ABATEMENT Scope in this bid.

Approximate Project Contract (for purposes of bonding requirements): \$50,000 Gross Construction Costs

The work will run contemporary to separate contracts for Historic Exteriors (currently awarded and in process) and New Construction (currently out to bid).

The apparent low-bid Contractor shall within 4 working days of bid opening submit additional documentation per Construction Specification Manual, including but not limited to:

- 1) record of three (3) previous projects of similar complexity and scope as the above mentioned project.
- 2) proof of appropriate Licensing, Bonding, and Insurance for the duration of the project,
- 3) outline schedule of work identifying start and stop dates for individual trades and date of building enclosure,
- 4) reference names and contact information for minimum three (3) individuals / corporations currently in existence,
- 5) of proposed 10% contract by pay amount from both the following categories:
  - a. Minority (MBE) Business Enterprise and/or Woman (WBE) Woman Business Enterprise.

The project shall be completed in accordance with all binding Federal, State, and local codes and requirements, including but not limited to: International Building Code (Indiana Amendments), and US Environmental Protection Agency (EPA).

The work to be performed and the proposal to be submitted shall include sufficient and proper sums for all general demolition, waste removal, mechanical / electrical conditions, labor, materials, permits, licenses, insurance, general conditions, profit and so forth incidental to and required for the scope. See also bid submission requirements / forms available in the construction documents specifications.

### **Plans and Specifications**

Construction Documents and Specifications for the project can be viewed and/or purchased at the following locations:

#### **VIEW AND FREE DISTRIBUTION:**

Brenner Design  
108 East Market Street  
Indianapolis, Indiana 46202  
(317) 262-1220  
Attn: Brenda Mannin

#### **VIEW AND FREE DISTRIBUTION:**

City of New Castle, Office of the Mayor  
227 North Main Street  
New Castle, Indiana 47362  
(765) 529-7605

Interested parties are encouraged to register with the Architect of Record, as addendum to the construction documents may be released.

### **Additional Bid Requirements**

Each proposal must be enclosed in a sealed envelope bearing the title of the Project and the name and address of Bidder. All proposals must be submitted on the proposal forms as identified in the Contract Documents and Specifications, including the provided Bid Tab cover sheet.

Each proposal shall be accompanied by a certified check or acceptable bidder's bond made payable to the Owner, in a sum of not less than five percent (5%) of the total amount of the highest aggregate proposal, 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.

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 of 100% of the Contract Price and must be in full force and effect throughout the term of the Construction Contract plus a period of twelve (12) months from the date of substantial completion.

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

A conditional, qualified, or unit price Bids will not be accepted. This bid is for a Guaranteed Maximum to accomplish scope shown.

Award will be made to the low, responsive, responsible bidder. The low, responsive, responsible bidder must be approved by the Indiana Housing and Community Development Authority (IHCDA).

All applicable laws, ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the project throughout.

Proposals shall be properly and completely executed on proposal forms included in the Specifications. 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.

Bidders on this work shall be required to comply with the provisions of the President's Executive Order No. 11246, as amended. The Bidders shall also comply with the requirements of 41 CFR Part 60 - 4 entitled Construction Contractors - Affirmative Action Requirements. A copy of 41 CFR Part 60 - 4 may be found in the Supplemental General Conditions of the Contract Documents and Specifications.

The Bidders attention is also called to the 'Minority/Women Business Participation' goals contained in the Project Specifications. The City of New Castle has adopted an over-all goal of 10% participation for minority and female owned businesses for construction related or purchase related contracts for the work.

In addition, the Contractor must meet guidelines and practices established by the Indiana Office of Housing and Urban Development (HUD) and appropriate Federal regulations including: 1) Executive Order 11246, 2) Section 3 of the Housing and Community Development Act of 1968, as amended, 3) Certification of Non-Segregated Facilities, 4) OMB Circular A-102, 5) Title VI of the Civil Rights Act of 1964, 6) Section 504, Rehabilitation Act of 1973, 7) Age Discrimination Act of 1975, 8) Executive Order 12138, 9) Conflict of Interest Clause, 10) Retention and Custodial Requirements for Records Clause, 11) Contractors and Subcontractors Certifications, and others that may be appropriate or necessary.

In addition, the Contract Division procurement is subject to the Federal Regulations contained in the OMB Circular A-102, Sections B and O and the State of Indiana requirements contained in IC-36-1-9 and IC-36-1-12.

Any contract(s) awarded under this Advertisement for Bids are expected to be funded in full by a grant from the Neighborhood Stabilization Program, as administered by the Indiana Housing and Community Development Authority (IHCDA). Neither the United States nor any of its departments, agencies or employees is or will be a party to this Advertisement or Bids or any resulting contract.