NOTICE TO BIDDERS

A. Sealed bids to provide all equipment, labor, and material to complete a Public Works project titled:
Bracken Library Mechanical Improvements
will be received by Mark Keever, Purchasing Coordinator, Ball State University, Purchasing Conference Room , 3401 N Tillotson Ave, Muncie, IN until **11:00 A.M.** EST, **Wednesday, January 5, 2011.** Bids will then be opened and read aloud.

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 46204
www.dodge.construction.com

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

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

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

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

C. Scope of Work to include, but not limited to: The scope of work for the project shall be to interface the new campus heating hot water system with the existing hot water system and install heating coils within air handling units.

D. Pre-bid meeting: **Thursday, December 16, 2010 at 8:00 AM.** EST in the Purchasing Conference Room 3401 N Tillotson Ave, Ball State University, Muncie, IN http://www.bsu.edu/map/

E. Bid Documents, which include project manual, drawings, specifications, bid forms and other related documents,(available in CD format only) may be obtained by contacting Mark Keever, Purchasing Coordinator or the Purchasing Services Office, 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 Contractors Bid For Public Works Form 96 (revised 2009), 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 Randall B Howard, 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. Attention of bidders is particularly called to the Common Construction Wage Scale included in the Project Manual. All labor completed for this contract shall be compensated in accordance with the classifications of the Common Construction Wage Scale.

L. 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.

M. 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.

N. Visit www.bsu.edu/purchasing/publicworks web page to view current plan holder list, bid results and addendums and to obtain the Bid Document Request form.

BALL STATE UNIVERSITY
By: Randall B Howard
Vice President for Business
Affairs and Treasurer