

NOTICE TO BIDDERS

Notice is hereby given that sealed bids for the Lebanon Harney Elementary School Additions & Renovations – Equipment Packages will be received at the offices of the Lebanon Community School Corporation, 1810 N. Grant Street, Lebanon, IN 46052.

Bids will be received until **2:00 p.m. local time, Tuesday, February 7, 2023**. Bids received after that time will be returned unopened. Bids will be publicly opened and read aloud.

All work for the complete construction of the project shall be performed under the form of contract set forth in the Bidding Documents. Two copies of bid forms and preliminary shop drawings shall be submitted on forms provided in the project manual.

Bids shall be delivered in a sealed envelope plainly labeled to indicate the following:

Addressed to:
Lebanon Community School Corporation
1810 N. Grant Street
Lebanon, Indiana 46052

**Attn. Bid for Lebanon Harney Elementary School Additions & Renovations –
Equipment Packages**

Bid Package # _____

The name and return address of the Bidder

All bid proposals shall be in full compliance with the bid documents which are on file with the Owner.

Copies of the Bidding Documents may be obtained from the Eastern Engineering plan room at <http://distribution.easternengineering.com> per the options and prices listed on the Order page. All charges for bidding documents are non-refundable. Bid Invitations inclusive of the Bid Documents will be sent out via Meyer Najem Construction, LLC's SmartBid – Document Management Software.

The Owner expects to award the Contract for the Work to the lowest, responsible and responsive Bidder. The Owner reserves the right to hold bids, including any alternates, for up to 60 days from the date of the bid opening. The Owner reserves in its sole discretion the right to reject any and all bids, and to waive any irregularities, discrepancies, omissions, variances or informalities in the bids.

A **Virtual Pre-Bid Meeting** is scheduled for **Monday, January 23rd at 2:00 p.m. local time**, using **Microsoft Teams Meeting**. A calendar invite inclusive of a link to the Virtual Pre-Bid Meeting will be sent to each of the Invited Bidders on January 17, 2023. Attendance at the Virtual Pre-Bid Meeting may be required for a Bid to be considered responsive.

Questions, or requests for equal status, shall be directed in writing to:

Meyer Najem Construction, LLC
Attention: Skip Keltner
Phone: 317-577-0007 x152
skeltner@Meyer-Najem.com

Board of School Trustees
Lebanon Community School Corporation