

NOTICE TO BIDDERS

PROJECT BY THE INDIANA FINANCE AUTHORITY

A MINORITY AND WOMEN'S BUSINESS ENTERPRISE PARTICIPATION PROGRAM  
BY STATE OF INDIANA DEPARTMENT OF ADMINISTRATION CONSTRUCTION

Project Estimated At One Hundred Fifty Thousand Dollars Or Above

SEALED PROPOSALS FOR: **WABASH VALLEY CORRECTIONAL FACILITY  
LAUNDRY RESTORATION**  
Carlisle, Indiana 47838

Project No.: **WVCF 1205-15**

Bids will be received by the Indiana Finance Authority, 402 West Washington Street, Room W478, Indianapolis, Indiana 46204, from certified contractors holding a valid Certificate of Qualification with the Certification Board, in accordance with I.C. 4-13.6-4, until 1:31 am (local time), on **Thursday, October 04, 2012**. All bids will be publicly opened and read aloud in the appropriate bid room. The Commission reserves the right to reject any and all bids.

Bids shall be accepted only from bidders who hold a valid Certificate of Qualification\* from the State Certification Board, Public Works Division, Department of Administration, according to I.C. 4-13.6 for the following classifications:

**1542.01 – General Contractors / Institutional**

For questions concerning certification, call the Executive Secretary of Certification Board, at (317) 232-3005.

A Pre-Bid Conference and site visit are scheduled for **10:00 am, on Monday, September 17, 2012** at the Wabash Valley Correctional Facility, Administration Building. The Architect will conduct the pre-bid conference and site visit. Attendance at the pre-bid and site visit is highly recommended for all bidders for this project. Each person planning to attend the Pre-Bid Conference and Site Visit shall submit the following information in writing, facsimile or email to Mr. Roger C. Dagley by 3:00 pm EST, Friday, September 14, 2012 for security clearance and a gate pass:

Person's full name (typed or printed)  
Company name, address and telephone number  
List of items you plan to take into the facility (camera, tape measure).

Mr. Roger C. Dagley, Director of Physical Plant  
Wabash Valley Correctional Facility  
6908 South Old US Hwy 41  
Carlisle, Indiana 47838-0500  
Tel: (812) 398-5050, Extension 4701  
Fax: (812) 398-5042  
Email: rdagley@doc.in.gov

Bidding documents will be available September 10, 2012 on a non-refundable basis for the cost of reproduction from Marbaugh Reprographics (Marbaugh) located at 801 North Capitol Avenue, Indianapolis, Indiana 46204, phone number (317) 631-1000: [www.marbaughplanroom.com](http://www.marbaughplanroom.com). Purchase of the Bid Documents shall be directly with the printer. Bidder shall obtain and utilize the full set of Bid Documents since these documents were developed as a system and individual plans or specifications may not be all inclusive of the bid scope or requirements.

The Indiana Finance Authority, in its commitment to minority business development and the mandate of the Governor's Commission of Minority Business Development (I.C. 4-13-16.5), adopts procedures for this project to assure participation of minority owned business enterprises in all appropriate phases of construction of this project. In accordance with 25 IAC 5 1-8, the respondent must submit with the proposal a Minority and Women's Business Enterprise participation plan. Failure to provide the Minority and Women's Business Enterprise participation plan at the time of proposal submission may result in the disqualification and rejection of the proposal. Please note that IDOA reserves the right to verify all information included on minority and women's business enterprise participation plans before making final determinations of the respondent's responsiveness.

Additionally, the plan must show that there are racial minority owned enterprises and women owned enterprises participating in the contract. The participation can be, but is not limited to, a subcontractor or second tier participation with common suppliers such as office supplies, courier services and/or janitorial services. The respondent submitting an offer must indicate the name of the racial and women owned firms that will participate in the award, a contact name and phone number, the service to be supplied and the specific dollar amount from this contact that will be directed toward each firm.

The respondent is expected to demonstrate a good faith effort to meet the participation goal of 7 % for minority participation and 5% for women owned business participation. A good faith effort consists of documenting the effort that was made to achieve the goal. Respondents are encouraged to contact and work with the Minority Business and Women's Enterprise Division of the Indiana Department of Administration to design a plan to meet established goals. The Minority Business and Women's Enterprise Division's website address is [www.in.gov/idoa/minority](http://www.in.gov/idoa/minority).

By submission of the proposal, the respondent thereby acknowledges and agrees to be bound by the regulatory processes involving the State of Indiana's Minority and Women's Business Enterprise Program. Questions involving the regulations governing the minority and women's business enterprise participation plan should be directed to:

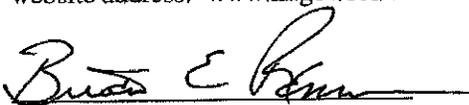
Minority Business and Women's Enterprise Division  
Indiana Department of Administration  
402 W. Washington St., Room W469  
Indianapolis, IN 46204  
(317) 233-6607

All questions shall be submitted in writing on Request for Clarification Form (IFA-16) provided in the Bid Documents. Request for Clarification Form must be received by IDOA or DLZ no later than **10:00 am (EDT), on Monday, September 24, 2012.**

Questions concerning bidding procedures may be addressed to the Deputy Commissioner IDOA/IFA, 402 West Washington Street, Room E024, Indiana Government Center - South, Indianapolis, Indiana 46204, phone (317) 232-2302.

Questions concerning the specifications, drawings or remainder of the Bid Documents shall be addressed to Gary Tilford, DLZ Indiana, LLC, 157 East Maryland Street, Indianapolis, Indiana 46204, phone (317) 633-4120; email: [gtilford@dlz.com](mailto:gtilford@dlz.com).

All out-of-state corporations must have a certificate of authority to do business in the State, I.C. Title 23. Application forms may be obtained by contacting the Secretary of State at (317) 232-6576 or at the following website address: [www.in.gov/sos/business/](http://www.in.gov/sos/business/)



Brian Renner, Deputy Commissioner  
IDOA/IFA