

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: INDIANA STATE MUSEUM ELEVATORS

Project No.: ISM 2205-10

will be received bids via email to Deputy Commissioner Brian Renner, brenner@idoa.in.gov, until 2 PM (Indianapolis Time), on October 13, 2022. All bids will be publicly opened and read aloud in the appropriate bid room. The Commission reserves the right to reject any 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:

1796.02–Elevators

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

A virtual pre-bid conference will be scheduled for 10 AM (Indianapolis Time) on September 15th. The Designer will conduct the pre-bid conference and site visit. Attendance at the pre-bid and site visit is **Mandatory** for all bidders for this project.

Indiana State Museum Elevator Alteration Pre-Bid

Hosted by Steven A Stuard

<https://stuardassociates.my.webex.com/stuardassociates.my/j.php?MTID=m66c54bd808dc076fa81b20edfe0e9a74>

Thursday, Sep 15, 2022 10:00 am | 30 minutes | (UTC-04:00) Indiana (East)

Meeting number: 2554 992 9352

Password: bwYy3ww2RD6 (29993992 from phones and video systems)

Agenda: Mandatory

Join by video system

Dial 25549929352@webex.com

You can also dial 173.243.2.68 and enter your meeting number.

Join by phone

+1-650-479-3208 United States Toll

Access code: 255 499 29352

Bidding documents will be available **August 26, 2022, by request via email at tony@elevatorinspection.com**, Stuard & Associates Inc., Tony Stuard, 765-346-3748.

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 within the proposal a Minority and Women's Business Enterprise participation plan. Failure to provide the minority and women's business 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 as follows: 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

Questions concerning bidding procedures may be addressed to the Deputy Commissioner IDOA/IFA, 402 West Washington Street, Room EO 24, Indiana Government Center - South, Indianapolis, Indiana 46204, phone (317) 232-2302. Questions concerning the specifications, plans or remainder of the Bid Documents must be addressed in writing to the Deputy Commissioner IDOA/IFA, on the Request for Clarification Form (IFA-16) provided in the Bid Documents. The Request for Clarification Form must be received at the Commission's offices no later than 10 AM (local time), on September 20, 2022.

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/



Brian Renner, Deputy Commissioner
IDOA/IFA