

## NOTICE TO BIDDERS

Notice is hereby given that sealed bids will be received for the following Project.

By: Valparaiso Community Schools

Attention: Sharon Qualkenbush

3801 North Campbell Street

Valparaiso, IN 46385

For: Furniture, Furnishings and Equipment Procurement and Installation

Classrooms, Instructional, Administration and Ancillary Areas

Thomas Jefferson Elementary School

1700 Roosevelt Road

Valparaiso, IN 46383

At: Valparaiso Community Schools Administration Building

3801 North Campbell Street

Valparaiso, IN 46385

Until: 11:00 AM (CDST), on Friday, February 16, 2018

Bid Opening: Bids will be publicly opened and read aloud at 11:00 AM (CDST), on February 16, 2018 in the Valparaiso Community Schools Administration Building Board Room.

All work for the complete Furniture, Furnishings and Equipment Procurement of the Project will be under one or more contracts with the Owner based on bids received and on Specification Package combinations awarded. The Furniture, Furnishings and Equipment Procurement shall be in full accordance with the Bidding Documents. The Furniture, Furnishings and Equipment Coordinator, Falk Liggett Design LLC, will manage the Furniture, Furnishings and Equipment Procurement for the Project.

Falk Liggett Design LLC

2646 Hamstrom Road

Portage, IN 46368

Attn: Jeffrey K. Liggett, ALA, RID, LEED AP

Email: [jliggett@falkliggettdesign.com](mailto:jliggett@falkliggettdesign.com)

Phone: (219) 706-9177

Digital Online Procurement and Contracting Documents will be available on January 12, 2018 for viewing and digital download via Reprographic Arts, Inc. Planroom at [www.raplanroom.com](http://www.raplanroom.com). There is no cost for online access and digital download. Online access will be provided to all registered bidders and suppliers.

Reprographic Arts, Inc.

1017 Franklin Street

Michigan City, IN 46360

Phone: (219) 872-9111

Planroom Website: [www.raplanroom.com](http://www.raplanroom.com)

Printed Documents can be purchased from Reprographic Arts, Inc. Only complete sets of documents will be issued for pickup or delivery. The Bidder will be responsible for the Printing Cost and Overnight Shipping/Delivery Charges.

There will be no Pre-Bid Conference for this Project and Scope of Furniture, Furnishings and Equipment Work. The Bid Documents include all information regarding the scope of the Project. All inquiries and requests for information are to be directed in writing to Falk Liggett Design LLC.

Bid Security in the amount of Ten Percent (10%) of the Bid must accompany each Bid in accordance with the Instructions to Bidders. The successful Bidders will be required to furnish Performance and Payment Bonds for One Hundred Percent (100%) of their Contract amount prior to execution of Contracts.

Contractors submitting bids for the performance of any Work as specified in this Project should make such Bids to Valparaiso Community Schools. Contractors are advised that the Contract as finally entered into with any successful Bidder may be entered into with either the School Corporation or the Building Corporation or certain portions of the Contract may be entered into by both the School Corporation and the Building Corporation.

The Owner reserves the right to accept or reject any Bid (or combination of Bids) and to waive any irregularities in bidding. All Bids may be held for a period not to exceed 60 days before awarding contracts.

Valparaiso Community Schools

By: Dr. E. Ric Frataccia

1/16, 1/23/18 - hspaxlp