

## ADVERTISEMENT FOR BIDDERS

Sealed Bids for Water Meter Replacements, for the City of Carmel Utilities (herein called the "OWNER") will be received by the Owner at the office of the Clerk Treasurer in City Hall, One Civic Square, Carmel, Indiana 46032 until June 2, 2021 at 10:00 am (local time). Any Bids received later than the above time will be returned unopened. All Bids will be publicly opened and read by the Board of Public Works and Safety at 10:00 am on June 2, 2021 in Council Chambers at City Hall. The Bid should be clearly marked "BID ENCLOSED Water Meter Replacements" on the outside of the envelope, and as otherwise set forth in the Bid Documents.

Bidders are required to prequalify with the City of Carmel Utilities. Prequalification requirements and the approval process are stated below.

The work shall include:

Phase I: Water & Sewer Customers – Change out of approximately 17,200 water meters, radio transmitters, drilling holes in existing meter pit lids, documentation and transfer of meter data, and other incidental work necessary for a complete installation.

Phase II: Meridian Corridor & West Side - Change out of approximately 12,425 water meters, radio transmitters, drilling holes in existing meter pit lids, documentation and transfer of meter data, and other incidental work necessary for a complete installation.

Both Phases of the Project will require submission of a public outreach plan.

Owner shall furnish meters, meter transmitters, and meter lid hole covers.

Work shall be constructed under a Unit Price Contract.

Bids shall be properly and completely executed on a State Board of Accounts Form 96 (Revised 2013). Each Bid shall be accompanied by the Contractor's Bid Attachment (included with the Contract Specifications) to Form 96, a Financial Statement (completely filled out and signed) and a bid security in the form of an acceptable certified check payable to the Owner or an acceptable Bidder's bond, in an amount of not less than 5% of the total bid price, in accordance with the Contract Specifications.

The Contract will be awarded in accordance with the provisions of IC 5-16-13 for Public Works projects awarded after June 30, 2015. Pursuant to IC 5-16-13-7, the provisions of the law are incorporated by reference.

For contracts over \$300,000.00, in accordance with IC 5-16-13-10 and IC 8-23-10-0.5, Contractor must be qualified under either IC 4-13.6-4 or IC 8-23-10 (Indiana Department of Administration or Indiana Department of Transportation) before doing any work on a public works project.

In accordance with IC 22-5-1.7-11.1, Contractors entering into a contract with the Owner, and contractors of any tier as defined in IC 5-16-13-4, will be required to enroll in and verify the work eligibility status of all newly hired employees through the E-Verify program (effective July 1, 2011), and comply with the reporting requirements of IC 5-16-13-11.

In accordance with IC 5-22-16.5, Contractors entering into a contract with the Owner will be required to provide an Indiana Iran Investment Certification.

In accordance with IC 5-16-13-11, Contractor shall submit an Employee Drug Testing Plan with their Bid and contractors of any tier as defined in IC 5-16-13-4 must comply with the drug testing requirements set forth in IC 4-13-18. Contractors shall complete a Drug Testing Plan Certification to be submitted with their Bid.

The Owner reserves the right to waive any informalities or minor defects in bids or bidding procedure, or reject any and all bids, or to accept the bid from the lowest most responsible and responsive bidder as exclusively determined by the Owner. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. No Bidder may withdraw a bid within 60 days after the actual date of the opening thereof. Should there be reasons why the contract cannot be awarded within the specified period, the time may be extended by mutual agreement between the Owner and the Bidder determined by the Owner to be the lowest most responsible and responsive.

Submission of a signed Bid by the Bidder constitutes acknowledgment of and acceptance of all the documents and terms and conditions of the Contractual-Legal Requirements and Technical Sections of the specifications in the Project Manual.

The Contractor to whom the work is awarded will be required to furnish an acceptable Performance and Payment Bond each in the amount of 100% of the contract price and must be in full force and effect throughout the term of the Construction Contract plus a period of twelve (12) months from the date of substantial completion.

The Contractor to whom the work is awarded will be required to purchase and maintain insurance coverage as described in the Contract Documents on an "occurrence basis".

Copies of the Specifications for the work are on file (for viewing purposes only) at Carmel City Hall, One Civic Square, Carmel, Indiana, 46032 and the Engineer's office, Wessler Engineering, 1130 AAA Way, Carmel, Indiana 46032, Telephone (317) 788-4551. All copies are distributed to Contractors and other interested parties by Wessler Engineering, Inc. ([www.wesslerengineering.com/planroom/](http://www.wesslerengineering.com/planroom/)) for a non-refundable fee. A complete digital set of bidding documents is available for \$75.00. A complete hard copy set of bidding documents is available for \$100.00.

An up-to-date Planholders List may be viewed at <http://wesslerengineering.com/planroom/>.

Prequalified Bidders will receive an invitation to a Pre-Bid Conference on May 26, 2021.

Sue Wolfgang  
Clerk-Treasurer  
City of Carmel, Indiana

## Pre-Qualification Requirements and Approval Process

The City of Carmel Utilities has determined the need to pre-qualify any Contractor desiring to perform work on this Project because of the critical timelines and interruption of Utility customer water service involved.

**The Contractor must be pre-qualified by the City of Carmel Utilities prior to the bid in order to be considered a responsive bidder by the City for this project.**

All interested parties can submit their prequalification submittal by hand delivery, mail, or email to the Engineer:

Wessler Engineering, Inc.  
Attn: Andrew D. Gordon, P.E.  
1130 AAA Way  
Carmel, IN 46032  
Email: [andrewg@wesslerengineering.com](mailto:andrewg@wesslerengineering.com)

**Pre-qualification submittals must be received prior to May 21, 2021.**

Pre-qualification will be determined at the City of Carmel Utilities' sole discretion. Prequalified Contractors will be advised by Carmel Utilities as soon as possible after the City has finished reviewing and investigating each submission.

The criteria for pre-qualification of the Contractor for this Project will be based upon acceptable experience in performing Work of similar size and type as this Project. Submittals shall include the following:

- Contractor company name proposed to perform the Work, contact information, and the names of the key personnel that will be assigned to perform the Work, as well as their past relevant experience and specific duties for this Project.
- Evidence of positive background checks for each of the key personnel.
- Minimum list of three (3) currently-active or successfully completed projects, with descriptions of scope, in the last 5-7 years that involved Work with similar scope to this Project. The list of projects should include the same key personnel identified above that will be working on this Project.
- References for the completed projects identified above listing personnel involved in the final acceptance of the completed project, including the name, title, organization, phone number, and email address for each.
- A preliminary schedule/plan of how the Contractor intends to complete the Work within the Contract time.
- A portion of the City's meters are read in CCF. Proof of Contractor's ability to convert meters read in CCF to gallons is required.



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### A. CONTRACTUAL-LEGAL REQUIREMENTS

#### General Documents

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| 00102 – Title Page        | 1 Page  |
| 00110 – Table of Contents | 2 Pages |

#### Bidding Forms

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| 00210 - Advertisement for Bidders             | 3 Pages |
| 00220 - Instructions to Bidders               | 8 Pages |
| 00230 - Sample Bid Documents for Public Works | 6 Pages |
| 00240 - Bid Attachment                        | 7 Pages |
| 00250 - Bid Bond                              | 2 Pages |
| 00260 - Drug Testing Plan Certification       | 1 Page  |

#### Contracting Forms

|   |         |
|---|---------|
| 00310 - Notice of Award                       | 1 Page  |
| 00320 - Performance Bond                      | 3 Pages |
| 00330 - Payment Bond                          | 3 Pages |
| 00350 - Agreement (Sample Form)               | 7 Pages |
| 00360 - E-Verify Affidavit                    | 1 Page  |
| 00370 - Indiana Iran Investment Certification | 1 Page  |
| 00380 - Notice to Proceed                     | 1 Page  |

#### Construction Forms

|   |        |
|---|--------|
| 00410 - Field Transmittal Memorandum          | 1 Page |
| 00420 - Change Order                          | 1 Page |
| 00430 - Certificate of Substantial Completion | 1 Page |

#### Conditions of the Contract Forms

|  |          |
|--|----------|
| 00510 - Standard General Conditions of the Construction Contract   | 72 Pages |
| 00520 - Supplementary Conditions   | 11 Pages |
| 00530 - Exhibit "A" – Duties, Responsibilities and Limitations of Authority of Resident Project Representative | 5 Pages  |

B. TECHNICAL SECTIONS OF THE SPECIFICATIONS

DIVISION 1 - GENERAL REQUIREMENTS

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|--|---------|
| Section 01010 – Summary of Work                                | 3 Pages |
| Section 01050 – Construction Engineering                       | 2 Pages |
| Section 01200 – Project Meetings                               | 2 Pages |
| Section 01300 – Submittals                                     | 2 Pages |
| Section 01400 – Quality Assurance and Quality Control          | 2 Pages |
| Section 01500 – Construction Facilities and Temporary Controls | 3 Pages |
| Section 01600 – Material and Equipment                         | 1 Page  |
| Section 01710 – Cleaning                                       | 2 Pages |
| Section 01720 – Project Record Documents                       | 2 Pages |
| Section 01990 – Pay Items                                      | 2 Pages |

DIVISION 2 – SITE WORK

|  |         |
|--|---------|
| Section 02102 – Material Handling and Spill Prevention | 5 Pages |
| Section 02660 – Installation of Water Meters           | 4 Pages |
| Section 02902 – Landscaping for Utilities              | 3 Pages |

C. APPENDICES

|   |           |
|---|-----------|
| Appendix A – Meter Change Out Maps (Phase I and Phase II) | 3 Pages   |
| Appendix B – Meter Change Out Spreadsheet                 | 349 Pages |
| Appendix C – Cubic Feet Meter Billing Cycles              | 1 Page    |

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