



## *Family Health Centers of Southern Indiana*

1319 Duncan Avenue  
290 Harrison Drive  
Jeffersonville, IN 47130  
Corydon, IN. 47112  
812-283-2308  
812-738-7576  
Fax 812-283-2309  
812-738-7500

1000 E. Spring St.  
New Albany, IN. 47150  
812-941-1701  
Fax 812-945-0393

Fax

As a local building contractor you are invited to bid on our building expansion project at 1319 Duncan Ave. Jeffersonville, IN 47130. Please note date on the enclosed bid posting has been amended as follows.

1. Bids will be accepted until 4:00 pm March 20, 2017.
2. Pre bid walk through March 1, 2017.
3. Selection of firm by FHCSI Board of Directors March 22, 2017.
4. Notification of Award March 22, 2017.

Sincerely,  
Lori Harris, CEO

---

Competitive bid advertisement

Notice to Bidders:

Family Health Centers of Southern Indiana is soliciting responses for Request for Proposal for construction company bid for a building addition to current medical clinic at 1319 Duncan Avenue Jeffersonville Indiana. Project description: The 2 story addition to the existing medical office building will be light frame construction with brick veneer and consist of offices and exam rooms, with 3000 s.f. each floor plus a 500 s.f. 1 story addition for extended waiting room and vestibule/entry. This will be a fixed-price or cost-reimbursement type contract to be awarded. Awards shall be made to the bidder or offer whose bid or offer is responsive to the solicitation and is most advantageous to the Corporation, price, quality and other factors considered. Bids accepted in person or by mail. Complete RFP is posted on organizations website at [www.fhcenters.org](http://www.fhcenters.org). Questions concerning the contract documents or bidding procedures shall be directed to: Michell Timperman Ritz Architects 319 Bank Street New Albany IN 471510 (812)945-2324. Project Manager: Angie Kleer akleer@mtrarchitects.com Bids accepted until 4pm February 20, 2017.

**\*\*\*\*\*The bid has been extended until March 20, 2017. Pre bid conference to be held in person at 1319 Duncan Avenue, Jeffersonville IN 471430 at 10am on March 1,2017.**

---

## NOTICE TO BIDDERS

- 1.1 Notice is hereby given that separate sealed bids will be received by the Family Health Centers of Southern Indiana Board of Directors until 4:00 P.M. (Prevailing Local Time) on Monday, February 20, 2017, at the Family Health Centers, 1319 Duncan Avenue , Jeffersonville, IN 47130, for the following work:

ADDITION TO  
FAMILY HEALTH CENTERS OF SOUTHERN INDIANA  
1319 Duncan Avenue  
Jeffersonville, Indiana

- Project description: The 2 story addition to the existing medical office building will be light frame construction with brick veneer and consist of offices and exam rooms, with 3000 s.f. each floor plus a 500 s.f. 1 story addition for extended waiting room and vestibule/entry.
- 1.2 Lump Sum Bids will be received from General Contractors for all work for the Base Bid and all Alternates as shown on the Drawings and hereinafter specified and as set forth on the Contractors Bid Form.
- 1.3 Contractor's sealed Bid Packages shall include the following properly executed documents submitted in triplicate:
- Indiana State Board of Accounts Form 96 (Parts I & II)
  - Part III - Base Bid
  - Part IV - Subcontractor Listing Form
  - Contractor's Qualification Statement
  - Bid Guarantee
- 1.4 Bids shall be properly and completely executed on bid forms as indicated in the Project Manual. Bids shall include all information requested by Indiana Form 96 (Revised 2013 with Non-Collusion Affidavit, with all sections completely filled in and sworn to as required by the Statutes of Indiana for all bids. Under Section III of Form 96, the Bidder shall submit a financial statement. A copy of the proposed Financial Statement to be submitted with the bid is included in the bid documents. The Owner may make such investigations as deemed necessary to determine the ability of the Bidder to perform the work and the Bidder shall furnish to the Owner all such information and data for this purpose as the Owner may request. The Owner reserves the right to reject any bid if the evidence submitted by, or investigation of, such Bidder fails to satisfy the Owner that such Bidder is properly qualified to carry out the obligations of the Agreement and to complete the work contemplated therein.
- 1.5 Copies of the Contract Documents are on file and open to public inspection at the following locations during regular office hours:

MICHELL TIMPERMAN RITZ ARCHITECTS  
319 BANK STREET  
NEW ALBANY, IN 47150  
TELEPHONE: (812) 945-2324

FAMILY HEALTH CENTERS OF SOUTHERN INDIANA  
1319 DUNCAN AVENUE  
JEFFERSONVILLE, IN 47130

- 
- 1.6 Copies of the Contract Documents will be on file and may be purchased at the following location:  
Don Meredith Company                      www.dmcplanroom.com  
2434A Crittenden Dr.  
Louisville, Kentucky                      Phone (502) 636-0155
- 1.7 Each Bidder is responsible for inspecting the Project site(s) and for reading and being thoroughly familiar with the Contract Documents and Specifications. The failure or omission of any Bidder to do any of the foregoing shall in no way relieve any Bidder from any obligation with respect to its Bid.
- 1.8 A Pre-Bid Conference will be held at the Family Health Centers located at 1319 Duncan Ave., Jeffersonville, Indiana 47130, at 10:00 A.M. (Prevailing Local Time) on Friday, February 3, 2017. All bidders, including subcontractors, are expected to attend.
- 1.9 The work for which bids are requested includes all labor, materials, equipment and items of materials and services required to provide the proper and complete construction of this project. The work shall be constructed in accordance with this Notice to Bidders, Project Manual, Drawings and Addenda, as prepared for this project.
- 1.10 Bid Guarantee: Each bid shall be accompanied by a satisfactory bid bond executed by the bidder and an acceptable surety, payable to the Family Health Centers of Southern Indiana Board of Directors in an amount equal to 5% of the maximum bid. The attorney-in-fact who executes the Bond on behalf of the Surety shall affix to the Bond a certified and current copy of his Power-of-Attorney.
- 1.11 Bid and Bid Guarantees shall be placed in sealed envelopes and addressed to the Family Health Centers Attn: Lori Harris, CEO and shall list the name and address of the Bidder. Bids may be mailed to or dropped off at the FHC of Clark County, 1319 Duncan Avenue, Jeffersonville, Indiana 47130. Proposals shall be sent in a sealed envelope and clearly marked: "Proposal – FHC SI – Construction Services in the lower left corner.
- 1.12 A conditional or qualified Bid will not be accepted.
- 1.13 This will be a fixed-price or cost-reimbursement type contract to be awarded. Awards shall be made to the bidder or offer whose bid or offer is responsive to the solicitation and is most advantageous to the Corporation, price, quality and other factors considered.

Selection Process and Evaluation Criteria:

A committee of FHCSI personnel and/or Board members will evaluate and rate the proposals to these criteria:

1. Project team experience with similar projects. (15%)
2. Project team experience with federally funded projects. (20%)
3. Project team member qualifications. (15%)
4. Approach to the project. (15%)
5. Capability of meeting the project schedule. (20%)
6. Quality Assurance/Quality Control Plan. (15%)

Awards will be made to the firm that is the most advantageous to the Family Health Centers of Southern Indiana with price and other factors considered. Determining Factors include discounts, transportation costs, life cycle costs, team experience and other elements included in the proposal.

Small business, local business, minority-owned business, and women business enterprises will be used to the fullest extent practicable.

---

The bidder must not be debarred, suspended, or otherwise be excluded from or ineligible for participation in federally assisted programs under Executive Order 12549.

- 1.14 The Owner reserves the right to reject any bid, or all bids, or to accept any bid or bids, or to make such combination of bids as may seem desirable, and to waive any and all informalities in bidding. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. No bid may be withdrawn after the scheduled closing time for receipt of bids for at least ninety (90) days.
- 1.15 All prices quoted, are to be free of all Federal Excise Taxes and State Sales Tax, and upon request of supplier, tax exemption certificate will be executed by the Owner to the successful bidder to cover all items subject to this tax.
- 1.16 All applicable laws, ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the project throughout.
- 1.17 Contractors receiving awards shall furnish an approved Performance Bond, Labor and Material Payment Bond for 100% of the contract which shall be in full force and effect for 12 months from date of acceptance of the work or end of grant term, whichever is later. Bond shall be furnished prior to February 28, 2017.
- 1.18 Questions concerning the contract documents or bidding procedures shall be directed to:
- |  |  |
|--|--|
| Michell Timperman Ritz Architects<br>319 Bank Street<br>New Albany, IN 47150<br>(812) 945-2324 | Project Manager: Angie Kleer<br>akleer@mtrarchitects.com |
|--|--|
- 1.19 Bidders on this work shall be required to comply with the provisions of the President's Executive Order No. 11246, as amended. The Bidders shall also comply with the requirements of 41 CFR Part 60 - 4 entitled Construction Contractors - Affirmative Action Requirements. A copy of 41 CFR Part 60 - 4 may be found in the Supplemental General Conditions of the Contract Documents and Specifications
- 1.20 Contract procurement is subject to the federal regulations contained in the OMB Circular A-102, Sections B and O and the State of Indiana requirements contained in IC-36-1-9 and IC-36-1-12.
- 1.21 The Contractor must meet guidelines and practices established by the and appropriate federal regulations including: 1) Executive Order 11246, 2) Section 3 of the Housing and Community Development Act of 1968, as amended, 3) Certification of Non-Segregated Facilities, 4) OMB Circular A-102, 5) Title VI of the Civil Rights Act of 1964, 6) Section 504, Rehabilitation Act of 1973, 7) Age Discrimination Act of 1975, 8) Executive Order 12138, 9) Conflict of Interest Clause, 10) Retention and Custodial Requirements for Records Clause, 11) Contractors and Subcontractors Certifications, and others that may be appropriate or necessary.
- 1.22 Any contract(s) awarded under this Advertisement for Bids are expected to be funded in part by a Health Infrastructure Investment Program grant from the Health Resource Services Administration (HRSA) with project period end date of April 30, 2019.
- 1.23 FHCSI reserves the right to reject any and all Proposals and to waive irregularities and informalities in the submittal and evaluation process. This solicitation for Consultant Services does not obligate

---

the FHCSI to pay any costs incurred by respondents in the preparation and submission of a Proposal. This solicitation does not obligate the FHCSI to accept or contract for any expressed or implied services. Furthermore, the FHCSI reserves the right to award the contract to the next most qualified Consultant if the selected Consultant does not execute a contract within thirty (30) days after the award of the proposal.

Contracts shall be made only with responsible contractors who possess the potential ability to perform under the terms and conditions of this RFP.

1.24 SELECTION SCHEDULE

FHCSI's proposed schedule for consultant selection, subject to change, is as follows:

1. Advertise for Proposals January 20, 2017
2. Deadline for Submittal of Proposals February 20, 2017 @ 4:00 p.m.
3. Selection of Firm by FHCSI Board of Directors – February 22, 2017
4. Notification of Award February 22, 2017
5. Contract execution within 30 days post award.

END OF SECTION NTB