

REQUEST FOR BIDS

Perry County, Indiana will be receiving bids on one Project with three alternates. The following buildings are included in the Projects:

Project 1:

Perry County Courthouse Judicial

2219 Payne Street
Tell City, IN 47586

Alt 1:

Perry County Courthouse

2219 Payne Street
Tell City, IN 47586

Alt 2:

Perry County Courthouse

2219 Payne Street
Tell City, IN 47586

Alt 3:

Perry County Courthouse

2219 Payne Street
Tell City, IN 47586

The Perry County Commissioners, 2219 Payne Street, Tell City, IN 47586, would like to invite you to submit a bid for our projects at this time. Please disaggregate the bids by facility/building as listed. All bids for each project must include cost per unit (materials), cost for removal and installation (labor) of each project, and any related costs to the Owner. You can find details of the project scope on a separate form included in this packet. **Bids will be accepted until 4 PM CST on March 1, 2024.** Please send bid in a sealed envelope by mail or hand delivery so that it is received by the above date and time to:

Perry County Auditor
2219 Payne Street
Tell City, IN 47586
Email: auditor@perrycounty.in.gov
Phone: 812-547-6427

If you decline to submit a bid, please respond via email of your decision not to submit a bid.

If you have any questions, feel free to contact the Auditor.

Requirements and Installation for Each Project

1. Sealed bids are due to the Perry County Auditor's Office no later than 4 PM on March 1, 2024.
2. Specify warranty on materials and installation.
3. All products must have the same or equivalent to the Project Specifications listed and identified in this document.
4. Contractor agrees to remove from premises daily, and properly legally dispose of according to environmental guidelines, all materials removed from building during the installation process.
5. Prior to beginning Projects, Contractor shall submit (mail or email) all product information relating to all products to be utilized on Projects to Perry County Auditor for Owner's review and for future reference.
6. Contractor agrees to complete all installation with minimum disruption during business hours. Accommodation for installation after business hours will be provided.
7. All work for the listed Projects bids shall be performed under one unified Contract and by the same Contractor. Contractor is required to submit a bid for each Project.
8. Owner reserves the right to accept the best offer that is the most responsive/responsible, as determined by the Owner.
9. Owner reserves the right to accept or revise the Warranty after review.
10. Owner reserves the right to reject any and all bids, for any reason deemed appropriate by the Owner.
11. **CRIMINAL HISTORY BACKGROUND INFORMATION**
 - a. See attached Exhibit 1 regarding the requirements of Indiana Code Section 20-5-2-7(b)(4)(c) for background checks.
 - b. **Background Checks:** Contractor, including its subcontractors, shall comply with Indiana Code and submit to Owner a limited criminal history (cross-referenced with sexual offender registry) for all employees of Contractor and subcontractors who will work at Project and a document verifying a disposition (as defined in Indiana Code Section 10-13-3-7) that does not appear on limited criminal history. Copy of applicable statutory provisions is attached hereto as Exhibit 1. Contractor will not be allowed to begin work at Project until it has fully complied with this paragraph. Identification badges will be issued following compliance with this paragraph. Form to be used is available on Indiana State Police website, www.in.gov/isp, Limited Criminal History report. Insert additional paragraphs to specify restrictions on Contractor's use of premises or to specify limitations because of Owner occupancy. Contractor shall pay for all costs to perform the required Criminal History Background Checks.

12. E-Verify Affidavit: Contractor and any Sub-Contractor shall submit a shall provide a completed E-Verify Affidavit within ten (10) days after date of acceptance of bid. A copy of the E-Verify Affidavit is attached.

13. Insurance:

- a. Contractor shall procure and maintain, for term of Work, the following insurance in companies acceptable to Owner:
- b. Perry County, Indiana and its agents shall be listed as an additional insured on all contractor's and sub-contractor's liability policies.
- c. Certificate of Insurance evidencing such coverage shall be submitted to the Owner prior to the start of the work.
- d. Comprehensive Automobile Liability Insurance covering use of owned, non-owned and hired motor vehicles required in performance of contract with limits not less than the following:
 - Bodily Injury (including death) \$1,000,000 per person (\$1,000,000 per occurrence)
 - Property Damage \$1,000,000 per occurrence, or combined single limit for bodily injury and property damage \$2,000,000 per Occurrence.

E-Verify Compliance Form

Perry County is now required to obtain the following affidavit before we can employ your business to provide contracted services to the county. Please attest below that you qualify all your new hires employed after July 1, 2011 and new hires of any subcontractors through the E-Verify Program as required by Indiana Code.

E-Verify Compliance Requirement: Pursuant to I.C. 22-5-1.7, Contractor shall enroll in and verify the work eligibility status of all newly hired employees of Contractor through the E-Verify Program (Program).

Contractor is not required to verify the work eligibility status of all newly hired employees through the Program if the Program no longer exists. Also, pursuant to I.C. 22-5-1.7, Contractor must execute an affidavit affirming that the Contractor does not knowingly employ an unauthorized alien *and* shall be filed with the Perry County Auditor prior to the execution of contracted services. A contract for services shall not be deemed fully executed until such affidavit is delivered to the Perry County Auditor.

Contractor and its subcontractors shall not knowingly employ or contract with an unauthorized alien or retain an employee or contract with a person that contractor or its subcontractor subsequently learns is an unauthorized alien. If Contractor violates this provision Perry County shall require Contractor to remedy the violation not later than thirty (30) days after Perry County notifies Contractor. If

Contractor fails to remedy the violation within the thirty (30) day period, Perry County shall terminate the contract for breach of contract. If Perry County terminates the contract, Contractor shall be liable to Perry County for actual damages in addition to any other contractual remedies.

There is a rebuttable presumption that Contractor did not knowingly employ an unauthorized alien if

Contractor verified the work eligibility status of the employee through the Program.

Prior to performing any work, Contractor shall require each subcontractor to certify to Contractor that the subcontractor does not knowingly employ or contract with an unauthorized alien and has enrolled in the Program. Contractor shall maintain on file a certification from each subcontractor throughout the duration of this contract or project which is the subject of this contract. If Contractor determines that a subcontractor is in violation of this provision, Contractor may terminate its contract with the subcontractor for such violation.

E-Verify Affidavit:

The undersigned being duly sworn upon *(his)(her)* oath, now says that I, _____

(name of contractor) at _____ *(name of business entity)*, do

hereby state that _____ *(business entity)* does not knowingly employ

unauthorized aliens *and participates in the E-Verify Program when it hires new employees to confirm their work eligibility.*

I swear or affirm, under the penalties for perjury, that the foregoing statements are true.

Signature of affiant/contractor (include title)

Name of business entity Date

BID SUBMISSION FORM

Project Name: Perry County Courthouse

Name of Contractor: _____

The Owner reserves the right to accept or reject any or all bids or select any of the following.

Any bid below selected by the Owner, the Contractor proposes to perform ALL of the Work required as listed in the Project Documents.

Project 1: Perry County Courthouse Judicial

MATERIAL \$ _____ LABOR \$ _____ TOTAL \$ _____

Alt 1 : Courthouse

MATERIAL \$ _____ LABOR \$ _____ TOTAL \$ _____

Alt 2 : Courthouse

MATERIAL \$ _____ LABOR \$ _____ TOTAL \$ _____

Alt 3 : Courthouse

MATERIAL \$ _____ LABOR \$ _____ TOTAL \$ _____

SCOPE OF WORK

Provide security up-grades to the Judicial side of the Courthouse, with two alternates in the Perry County Clerk's Office.

Item #1 Door 169

Install EL Strike

Install card reader.

Remove Maglock and associated hardware.

Fill any unused holes in door and frame.

Item #2 Door 177C

Install EL Strike

Install card reader.

Remove existing lock and trim.

Install new rim exit device with exterior lever trim and cylinder.

Fill any unused holes in door and frame.

Item #3 Door 177B

Demo existing door and frame

Install new welded frame and 3 x 7 18-gauge flush steel door Right hand out swing.

Install new Rim exit device with exterior lever trim and cylinder.

Install EL Strike

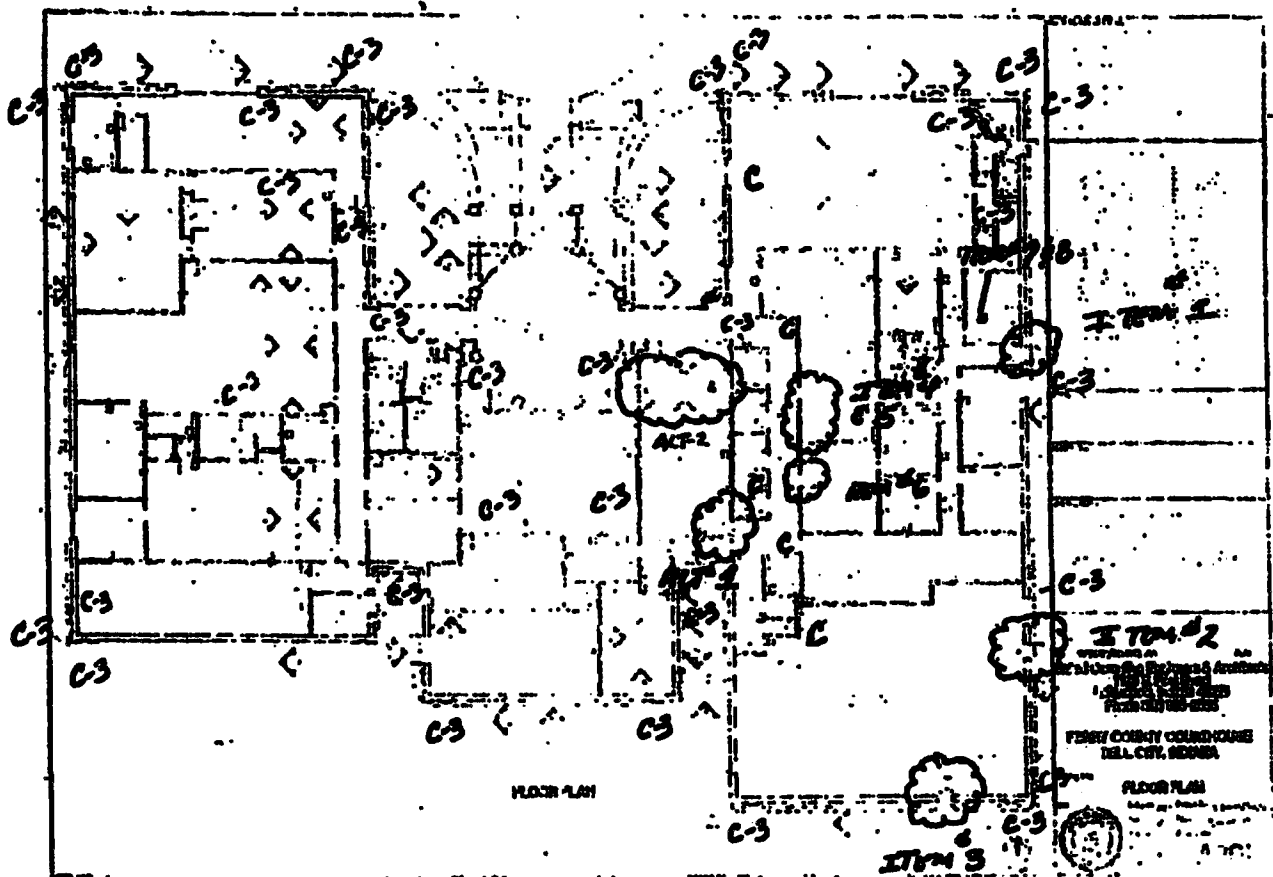
Install card reader.

Paint door and frame to match others.

Item #4 Door 160

Remove existing Dutch door.

Install new 3 X 7 Oak slab door.



ITEM #1 DOOR 169 EAST JUDICIAL

ITEM #2 DOOR 177C EAST JUDICIAL

ITEM #3 DOOR 177B SOUTH JUDICIAL

ITEM #4 DOOR 160 JUDICIAL HALL

ITEM #5 JUDICIAL HALL

ITEM #7 ACCESS CONTROL

ITEM #8 CAMERA SYSTEM(C) } HARDWARE INSTALLED RM 153

ITEM #9 ALT #1

ITEM #10 ALT # 2

ITEM #11 ALT #3 (C-3)

Alt #1 Clerk's Office

Door 142A

Replace Rim exit device.

Alt #2 Clerk's Office

Front counters install ½" clear tempered safety glass in 450 1.75 x 4.5.

Storefront with two transaction notches on main counter

1 – Transaction notch on ADA Counter

Install storefront door with Rim exit device cylinder and pull.

Install EL Strike

Install card reader.

HARDWARE

All Approved or Equal

Item #1 Door 169

1 – HES 9400 – 630

1 – Prox Point Plus Reader

Item #2 Door 177C

1 – HES 9400 – 630

1 – Prox Point Plus Reader

1 – Von Duprin 22NL-36-SP28

1 – Rim Cylinder match existing keyway

Item #3 Door 177B

1 ½ Pr Butts 4.5 x 4.5 Hager 26D BB1191

Bulb Seal

Threshold

Install new storeroom lever lock.

Install new EL Strike

Install new card reader.

Stain door to match others

Item #5

On west wall of Judicial Office Clerk's desk cut in new exchange window with deal tray and 12" shelf

Item #6 Door 165A

Remove existing Dutch door.

Install new 3 x 7 Oak slab door.

Install new storeroom lever lock.

Install new EL Strike

Install new card reader.

Door to have ½" glass lite kit with transaction notch 3 x 12 with 12" shelf on exterior.

Stain door to match others

Door should have flush wood stop.

Item #7

Access Control

5 Doors listed above.

All wiring for doors

All hardware and software

Item #8

Camera System

6 TB Purple Surveillance Grade Hard Drives

New MVRS will be backwards compatible with existing cameras.

Camera's Located

- 1. Judicial hallway**
- 2. Child Advocate to rotunda**
- 3. Probation waiting**
- 4. Aux Court room**
- 5. Main court room**

Note two cameras capable of audio and visual.

Alt #1

Door 142A

1 – Von Duprin 22NL-36-26D – with cylinder to match existing

Alt #2

Clerk's Office: Front counter glass screen

40" Glass partition post, chrome finish ½ glazing

Door Medium style left hand out swing, ¾" glazing, BH, Rim exit device cylinder, C09 pull (All by aluminum Door Supplier)

Alt #3

32 – cameras interior/ exterior throughout courthouse and parking area.

Same specs as item #8 of base

Sweep

- 1 – Von Duprin 22 NL 36 Sp28**
- 1 – Rim Cylinder match existing keyway**
- 1 – HES 9400 – 630**
- 1 – Prox Point Plus Reader**
- 1 – LCN**

Item # 4 & 6 Door 160 & 165A

- 1 ½ Pr Butts 4.5 x 4.5 Hagar 4510 8819 88191**
- 1 each Prox Point Plus Reader**
- 1 each EL Strike HES 5000**
- 1 each Lever lockset Storeroom CL 3587 612 Keyed to existing keyway**
- 1 12" Shelf CRL 5551912 opening 165A only**

Item #5

- 1 – Pass thru window CRL COEW2436DU**

Item #7

Access Control

- 1 – Emerge – Linear EL36 expandable**
- 50 – 1346LNSMN Prox Key**

Item #8

Camera System

- 8 mp@30fps**
- View able on desktop, phones and tablets.**
- On or off network**
- Hardwired CAT 6 Plenum**
- Network racked NUR**

ALT 2



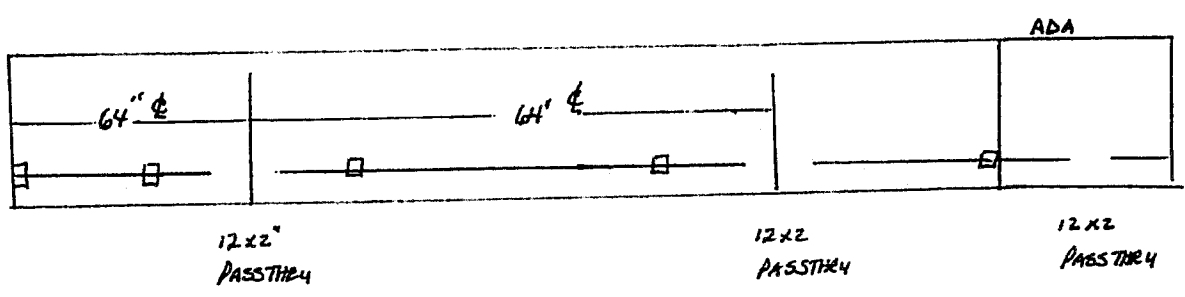
LABS STORE FRONT

EMPLOYEES ONLY
BEYOND THIS
POINT

NOTICE

ADA COUNTER

ALT 2



□ - DENOTES POST
GLAZING @ 40" TOP HEIGHT

PERRY COUNTY COMMISSIONERS

2219 PAYNE ST.
TELL CITY, IN 47586

PHONE: (812) 547-2758 FAX: (812) 547-9786

FORM OF PROPOSAL

1. Date: _____
2. Governmental Unit: _____
3. Items(s) or project being bid: _____
4. Offeror (Firm): _____
Address: _____
City/State/Zip: _____
Telephone Number: _____
Fax Number: _____
Agent or contract person: _____
5. Amount of Offer: _____

Pursuant to notices given, the undersigned offers to Perry County in accordance with the following attachment(s) which specify the class or item number or description, quantity, unit, price and total amount.

The contract will be awarded in accordance with specifications. Offeror promises that it has not offered nor received a less price than the price stated in its offer/proposal for the supplies included in its offer/proposal. Offeror further agrees that it will not withdraw its offer/proposal from the office in which it is filed. A certified check or bond shall be filed with each offer/proposal if required and liability for breach shall be enforceable upon evidence of financial responsibility.

Signature of Offeror or Agent

PERRY COUNTY COMMISSIONERS

2219 PAYNE ST.

TELL CITY, IN 47586

PHONE: (812) 547-2758 FAX: (812) 547-9786

NON-COLLUSION AFFIRMATION

STATE OF INDIANA)
)SS:
PERRY COUNTY)

The undersigned offeror or agent duly swears, under penalties of perjury, that he has not nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be offered by any person nor to prevent any person from making an offer nor to induce anyone to refrain from making an offer and that this offer is made without reference to any other offer.

Offeror (Firm)

Signature of Offeror or Agent

Printed Name of Offeror or Agent

Date

EQUAL EMPLOYMENT OPPORTUNITY

During the performance of the contract, the contract, the Contractor agrees as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, political affiliation or belief, age or disability. The Contractor will take affirmative action to insure that applicants are employed, and that employees are treated during employment, without regard to race, color, religion, sex, national origin, political affiliation or belief; age, or disability. Such action shall include but not be limited to the following: employment, upgrading; demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of the nondiscrimination clause.

2. The Contractor agrees that all services, facilities, activities and programs provided as part of this contract will meet the requirements of the American's with Disabilities Act and the rules and regulations promulgated thereunder.

3. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, political affiliation or belief, age, or disability.

4. The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided, advertising, the labor union or workers representative of the Contractor's commitments under the Equal Employment Opportunity Section of this contract, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

5. In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further City/County contract.

Vendor Representative (please print)

Signed

Vendor Name

Telephone

Vendor Address

Date