

RUSH COUNTY BOARD OF COMMISSIONERS
REQUEST FOR PROPOSALS

Construction Services – Rush County Courthouse Grounds

Issue Date: May 5, 2025

1. General Information

Rush County, Indiana, by and through its Board of Commissioners ("County"), hereby issues this Request for Proposals ("RFP") pursuant to Indiana Code 5-22-9 et seq., for the provision of certain construction services related to improvements on the grounds of the Rush County Courthouse, as described in Exhibit A.

Qualified firms are invited to submit proposals in accordance with the requirements of this RFP. The County will consider all submitted proposals that meet the requirements of this RFP and are received by the deadline stated below.

2. Scope of Services

The services requested are more fully described in Exhibit A, attached hereto and incorporated herein. Generally, the successful proposer shall provide construction services to improve and maintain the exterior grounds of the Rush County Courthouse, which may include site preparation, paving, masonry, landscaping elements, drainage, and other general construction tasks.

3. Proposal Submission

All proposals must be submitted in a sealed envelope clearly labeled:

“PROPOSAL FOR CONSTRUCTION SERVICES – RUSH COUNTY COURTHOUSE
GROUNDS”

Proposals shall be submitted to:

Rush County Board of Commissioners
c/o Rush County Auditor
101 East 2nd Street, Room 208
Rushville, Indiana 46173

Deadline for Submission:
June 2, 2025, at 9:00 a.m. (EST)

Proposals received after this deadline will not be considered.

4. Selection Criteria

Pursuant to Indiana Code 5-22-9-10, the County will evaluate proposals based on the following weighted criteria:

- Cost of Services – 75%

The proposed cost shall be evaluated for competitiveness, completeness, quality, and overall value to the County.

- Qualifications and Experience – 20%

The proposer's relevant experience and qualifications in providing similar construction services, including references and project history, will be considered.

- Prior work with the County – 5%

Successful completion of prior project(s) with Rush County.

The County reserves the right to conduct interviews or request additional information from any proposer prior to selection.

5. Terms and Conditions

- The County reserves the right to reject any and all proposals.
- This RFP does not commit the County to award a contract.
- The successful proposer will be required to enter into a written agreement with the County.
- All proposals become the property of the County and are public records subject to Indiana Access to Public Records Act, unless otherwise permitted by law.

Bonding Requirement:

The selected contractor shall be required to furnish a performance bond in an amount equal to 100% of the total cost of the awarded contract, in a form acceptable to the County. The bond shall be conditioned upon the full and faithful performance of the contract.

Insurance Requirement:

The selected contractor shall provide proof of commercial general liability insurance in an amount not less than One Million Dollars (\$1,000,000) per occurrence and in the aggregate. The County shall be named as an additional insured. Proof of insurance must be submitted prior to execution of the contract and maintained throughout the contract term.

6. Questions and Clarifications

Any questions regarding this RFP shall be submitted in writing to:

Rush County Auditor

Email: auditor@rushcounty.in.gov

Questions must be received no later than May 27, 2025, to ensure a timely response before the proposal deadline.

7. Exhibit A – Scope of Services

To be attached: This should include specific descriptions of the construction improvements to be performed on the grounds of the Rush County Courthouse, including design standards, site plans, materials to be used, timeline expectations, bonding requirements, and performance criteria.