

## NOTICE TO CONTRACTORS

You are invited to bid on a General Contract for all labor, methods, materials, and equipment necessary to provide Arkansas Tech University Hughes Hall Renovations, Russellville, Arkansas hereinafter termed Owner. The scope of work includes but is not limited to interior and exterior renovations of the two story 18,000 sf historic building on the ATU campus.

Owner will receive mail in or hand delivered bids. Mail in bids should be sent to **WER Architects, 901 W Third, Little Rock, AR 72201** Attn: ATU Hughes Hall Renovations. Mail in bids MUST be received by 2:00 p.m. on day of Bid Opening. Contractors may hand deliver bids between 1:00p.m. and 2:00 p.m., to WER, local time, **August 13, 2025**. Bids received after 2:00 p.m. will not be accepted. **Bids will be read aloud at the office of WER Architect's on August 13 at 2:00 p.m.**

Owner, unless designated to another entity, supervises the bidding and awarding of all construction contracts, approves contracts, change orders, requests for payment and ensures that on-site inspections are accomplished.

Contract documents may be examined, but not purchased, at the office of the Design Professional or the plan rooms listed below:

Southern Reprographics	Witsell Evans & Rasco
901 W. 7th Street	901 West 3rd Street
Little Rock, AR 72201	Little Rock, AR 72201
(501) 372-4011	(501) 374-5300

A complete set of contract documents may be examined, but not purchased, at the offices of Witsell Evans & Rasco, PA in Little Rock, Arkansas.

Prime Bidders will be furnished 1 set of bidding documents at Southern Reprographics, by depositing a check in the amount of \$100.00 per set, payable to WER Architects, the designated design professional. Deposits will be refunded to all prime bidders after the opening of the bids. Prime Bidders requiring additional sets and sub-bidders may purchase Bidding Documents through Southern Reprographics.

Obtaining contract documents through any source other than the Design Professional listed above, or his representative(s) is not advisable due to the risks of receiving incomplete or inaccurate information, and the bidder runs the risk of basing bidder's proposal on such information. The documents obtained through the Architect, or his representative(s) are considered the official version and take precedence if any discrepancies occur. Bid Security in the amount of five percent (5%) of the Bid must accompany each Bid in accordance with the Instructions to Bidders.

Bidders are hereby notified that any bidder who desires to enter into Contract for this work must comply with disclosure requirements pursuant to Governor Executive Order 98-04. Submission to the Owner of completed Disclosure forms will be a condition of the Contract. The Owner cannot enter into any contract which does not obligate the contractor to require the submission of Disclosure forms for subcontractors.

All bidders must hold a current Commercial Contractors License, appropriate for the work. License must be valid in the state of Arkansas and accepted by Ark. Code 17-25-101.

The Owner reserves the rights to reject any and all bids, and to waive any formalities. Bidders shall conform to the requirements of the Arkansas licensing laws and regulations for contractors,

and shall be licensed before the bid is submitted, except as otherwise provided for federally funded projects, and therefore excepted by Ark. Code Ann. §17-25-315.  
Pursuant to Ark. Code Ann. § 22-9-203, the Owner encourages all small, minority, and women business enterprises to submit bids for capital improvements. Bidders subcontracting portions of the work shall encourage the participation of small, minority and women's business enterprises.

A Pre-bid Meeting will be held at Hughes Hall on **July 30, 2025 at 9:00 a.m.**