

DOCUMENT 001113 – NOTICE TO BIDDERS

1.1 PROJECT INFORMATION

- A. Notice to Bidders: Qualified bidders may submit construction bids for project as described in this Document. Submit bids according to the Instructions to Bidders (002113) and Supplementary Instructions to Bidders (002213).
- B. Project Identification: **BERTHA BARTLETT PUBLIC LIBRARY Addition and Renovation Ph 2 REBID**
1. Project Location: 503 Broad St, Story City, Iowa, 50248, United States
 2. Project Owner: City of Story City, Iowa
 - a. Owner's Representative: Mark Jackson – City Administrator
 - b. Owner's Representative: Tara Turner – Librarian Bertha Bartlett Public Library
 3. Project Architect: Emergent Architecture
 - a. 1028 3rd St SE, Ste 202, Cedar Rapids, IA 52401 - 319.393.9334
 - b. Representative: Gary Landhauser - Principal Architect - gary@emergentarch.com
 - c. Representative: Patty Spowart - Project Architect - patty@emergentarch.com
 4. Project Engineer - Civil: McClure Engineering
 - a. Representative: Lacy Lampe - llampe@mcclurevision.com
 5. Project Engineer - Structural: Structural Design Group
 - a. Representative: Dave Rasmussen - drasmussen@structuraldesigngroupllc.com
 6. Project Engineer - Mechanical: Bluestone Engineering
 - a. Representative: Jacob Schaefer - shaferj@bluestonemep.com
 7. Project Engineer - Electrical: Bluestone Engineering
 - a. Representative: Kenny Thelen - thelenk@bluestonemep.com
 8. Project Engineer - Technology: Bluestone Engineering
 - a. Representative: Vinnie Mendez - mendezv@bluestonemep.com
- C. Project Description:
1. The project scope of work includes a 4,000 square foot single-story wood-framed addition to the existing Bertha Bartlett Public Library. The addition to the east of the building includes a large community meeting room, multi-purpose space, restrooms, and small kitchenette. Work includes adding an automatic sprinkler system for the addition and the existing 7,700 square foot building. Several alternates are included in the project. Alternate 1 provides a 1,000 square foot addition on the southwest corner of the existing building enlarging the current children's area and includes renovation of 500 square feet of existing interior space along the west side of the building. Alternate 2 includes renovation and remodeling of the existing circulation area, restrooms, and meeting room providing a modern circulation desk, workroom and public reading area. See 012300 ALTERNATES for a full list of project alternates.
- D. Project Cost: Construction cost for the base bid is anticipated to be under Two Million, Five Hundred Thousand Dollars (\$2,500,000.00).
- E. Construction Contract: A single bid will be received for the work of the Prime Bidder including the work of all subcontractors. Subcontractors of all construction trades shall submit bids to the Prime Bidders.
- ### 1.2 BID SUBMITTAL AND OPENING
- A. All sealed lump sum bids prepared in compliance with the Instructions to Bidders must be received at the reception desk in City Hall at 504 Broad St, Story City, Iowa 50248, by the bid time and date given below. Bids received after the listed date and time will be rejected and will not be opened. Thereafter, at said time and place, bids will be publicly opened and read aloud.

1. **Bid Time and Date:**

a. **2:00 pm local time on Wednesday, November 15, 2023**

1.3 BID SECURITY

- A. Bid security shall be submitted with each bid in an amount not less than five percent (5%) of the bid amount. Bid security shall be in a separate envelope in the form of a bid bond, a certified check, or a cashier's check payable to the City of Story City. If a bid bond is used for security, it must be signed by both the bidder and the surety (or surety's agent supported by accompanying Power of Attorney). Such bid security shall be retained by the City of Story City as liquidated damages in the case the successful bidder shall fail or refuse to enter into a contract for the construction of the work, furnish the required bonds, and/or meet the requirements of this Notice and the specifications regulating the award. No bid may be withdrawn for a period of 60 calendar days following the date of the opening of bids. The City of Story City reserves the right to reject any and all bids, re-advertise for new bids, and to waive informalities and irregularities in the bids submitted.

1.4 BIDDER'S QUALIFICATIONS

- A. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the work.

1.5 PREBID MEETING

- A. A Prebid meeting for all bidders be held at 10:30 am on Tuesday, October 31, 2023 at Bertha Bartlett Public Library, located at 503 Broad St, Story City, Iowa. Following the meeting, a site walk-through will take place.
1. Bidders' Questions: Architect will provide responses to bidders' questions by addendum if received by November 8, 2023.

1.6 PUBLIC HEARING

- A. A Public Hearing will be conducted on the proposed plans, specifications, form of contract, and estimate of cost for the construction of the above-described project during the regular city council meeting on Monday, November 20, 2023 at 6:00 pm in the city Council Chambers at 504 Broad St, Story City, Iowa. At said time and place, bids will also be considered.

1.7 BID AWARD

- A. The contract shall be awarded to the lowest responsible bidder whose bid is in conformance with the Bidding Documents prepared by Emergent Architecture. Bids may be held by the City of Story City for a period not to exceed sixty (60) days from the date of the opening to review the bids and investigate the qualifications of bidders, prior to awarding the contract. Once approved, a Notice to Proceed will be issued to notify the bidder of the contract award.
- B. By statutory authority, a preference shall be given to products and provisions grown and coal produced within the State of Iowa. And preference shall be given to local domestic labor in the construction of the improvement.

1.8 TIME OF COMMENCEMENT AND COMPLETION

- A. Successful bidder shall begin the work upon contract execution, and complete all work on or before April 1, 2025.

1.9 PERFORMANCE & PAYMENT BONDS

- A. The successful bidder will be required to furnish a Performance Bond and a Payment Bond within ten (10) days after award in an amount equal to one hundred percent (100%) of the contract price.

1.10 SALES TAX EXEMPTION CERTIFICATES

- A. Contractors and approved subcontractors will be provided an Iowa Construction Sales Tax Exemption Certificate to purchase building materials and/or supplies required in the performance of the construction contract with the City of Story City.

1.11 PRE-CONSTRUCTION CONFERENCE

- A. Before the work is commenced, a conference shall be held to discuss the contract. The conference shall be attended by the Prime Contractor, Subcontractors, District Representatives, and the Architects and Engineers.

1.12 PROCUREMENT AND CONTRACTING DOCUMENTS

- A. Printed Documents: Obtain after October 17, 2023 by contacting Rapids Reproductions at 800.383.1223.
 - 1. Deposit: \$200.00 per set with a check made payable to the City of Story City. Deposits are fully refundable if the Plans and Specifications are returned in usable condition (i.e. generally free of markings, tears, soiling, etc.) to Rapids Reproductions within 14 days of project award.
 - 2. Shipping: Additional, non-refundable shipping charges of \$30.00 per set will apply to shipped documents. Provide a separate check made payable to the City of Story City.
- B. Online Documents: Obtain access after October 17, 2023 by contacting Rapids Reproductions at 800.383.1223 or www.rapidsreproplanroom.com. Online access will be provided to all registered bidders and suppliers. Once registered and logged onto the project through the public planroom, bidders can view, download and print Bidding Documents at no charge.
- C. Viewing Documents: Examine after October 17, 2023 at any of the locations listed in the Supplementary Instructions to Bidders, Section 1.4.A.2.a (shown as Section 3.1.1.1).

1.13 NOTIFICATION

- A. This Notice to Bidders document is posted pursuant to the provisions of Iowa Code Chapter 26 - Public Construction Bidding and is issued by the City Council of the City of Story City, Iowa.