

DIVISION 00 - BIDDING / NOTICES / REQUIREMENTS

**DOCUMENT 00 11 13  
NOTICE OF LETTING**

**Project:** **Window Replacement at Thompson Hall  
Iowa Valley Community College District / Ellsworth Community College  
917 Cemetery St., Iowa Falls, Iowa 50126  
TSP C/N: 06190251.00**

**Architect:** TSP, Inc.  
306 S. 17<sup>th</sup> Avenue  
Marshalltown, IA 50158  
Phone: 641-752-3930 / Fax: 641-752-4797  
E-mail: [schulzedd@teamtsp.com](mailto:schulzedd@teamtsp.com)

**Public Hearing:** A Public Hearing was previously conducted at a special meeting of the **Iowa Valley Community College District (IVCCD) Board of Directors**, at **4:00 p.m. on Wednesday, March 6, 2019.**

**Receipt of Bids  
Time & Place:** Sealed Bids for the Project(s) will be received by the Owner's designated representative of the **ECC – Gentle Student Center, Caroline Hall Board Room; 1100 College Avenue, Iowa Falls, IA 50126 at 3:00 p.m. on Tuesday, March 26, 2019**, at which time they will be opened and the results thereof publicly announced. Bids received after that time will not be considered.

**Project Description:**  
The Project generally consists of the re-windowing of Thompson Hall. Including but not limited to: removal of existing aluminum windows and steel security screens (ground level only), installation of new egress casement windows & trim, touchup painting of interior masonry and exterior steel lintels.

**Construction Cost:** Construction Cost for the Project is anticipated to be: **\$179,071.00 Base Bid.**

**Consideration of Bids:**  
Previously opened bids will be considered at a meeting of the **Iowa Valley Community College District (IVCCD) Board of Directors at the Administration Building, Board Room, 3702 South Center Street, Marshalltown, Iowa 50158**, at **4:00 p.m. on Monday, April 1, 2019.**

**Pre-Bid Conference**

**Site Visit:** A Pre-Bid meeting is scheduled at the Project site for **11:00 A.M. on Tuesday, March 19, 2019.**

**Completion Date:** The project will commence upon Notice to Proceed as soon as award of bid and processing of contracts will allow on or about **April 2, 2019**. On site construction shall begin as new materials are available on site approximately **May 13, 2019**. **Scheduled Substantial Completion is Friday, August 9, 2019.**

**Form of Contract:**

**Bid Forms & Bid Security:**

The Work considered shall be competitive, **Single Prime Contract for a Lump Sum Amount**. All Bids shall be made on official Proposal Forms furnished by the Architect and must be enclosed in a separate envelope plainly identified with Project Name and addressed to **Iowa Valley Community College District (IVCCD) Board of Directors at Gentle Student Center, 1100 College Avenue, Iowa Falls, IA 50126**, at **3:00 p.m. on Tuesday, March 26, 2019**. Each Proposal shall be accompanied by a **Bid Bond**, Certified Check, Cashier's Check or Certified Credit Union Share Draft in a separate sealed envelope in the amount equal to **five percent (5%)** of the total amount of the Bid.

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If Bid Bond is submitted, it must be on the form identified within the Contract Documents. The Certified Check or Cashier's Check or Certified Share Draft shall be drawn on a bank or credit union in Iowa or a bank or credit union chartered under the laws of the United States of America, and payable to the **Iowa Valley Community College District** as security that if awarded a Contract by resolution of the Board, the Bidder will enter into a Contract at the price of Bid and furnish the required Performance and Payment Bonds and Certificate of Insurance. The Certified Check, Cashier's Check or Certified Share Draft may be cashed, or the Bid Bond forfeited, and the proceeds retained as penalty if the Bidder fails to execute a Contract or file acceptable Performance and Payment Bond(s) and provide an acceptable Certificate of Insurance, within ten (10) days after notice of acceptance of his Bid by resolution of the Board. Provide blanks on envelopes for signature and time and date stamp per statutory requirements.

**Additional Building**

**Requirements:** An out-of-state Bidder, if awarded a Contract, will be required to submit evidence of authorization to do business in the State of Iowa. An unincorporated out-of-state Contractor will be required to furnish evidence of State Department of Revenue's receipt of Bond guaranteeing payment of State income taxes on profit from Project, for each year during construction.

**Performance Bond,**

**Labor & Material:** The successful Bidder will be required to furnish a corporate surety **Performance Bond and Labor & Materials Payment Bond** in an amount equal to **one hundred per cent (100%)** of the total Contract Price. Said Bond shall be issued by a responsible surety approved by the Board and shall guarantee the faithful performance of the Contract and the terms and conditions therein contained and the maintenance of said improvements in good repair for not less than one (1) year from the time of acceptance of said improvements by the Board.

**Iowa State Sales Tax:**

**The Owner is an exempt entity, therefore the Project shall be exempt from Iowa State Sales Tax pursuant to Iowa Code Sections 423.3(31a) and 423.3(80). The Owner will provide additional documentation to the successful contractor subsequent to award of the contract.**

**Award of Contract:** Time Period: All Bidders shall honor their Bids as submitted for a period of **30 days** from date of receipt of Bids.

Basis of Award: The Contract shall be awarded to the lowest responsible Bidder on the basis of Base Bid plus any combination of Alternates, either separately or in combination, which is in the best interest of the Owner provided the amount is within the funds available.

By virtue of statutory authority a preference will be given to products and provisions grown and/or produced within the State of Iowa and to Iowa domestic labor. The Owner reserves the right to review, approve or reject any sub-bidder, subcontractor or supplier identified by the Prime Contractor. If changes are required by the Owner, appropriate adjustments in the Contract amount will be made. The Board reserves the right to reject any or all Bids, to re-advertise for new Bids and to waive informalities that may be in the best interests of the **Iowa Valley Community College District Board of Directors**.

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**Location & Availability  
of Bidding Documents:**

Bidding Documents may be obtained from Action Reprographics [www.actionrepro.com](http://www.actionrepro.com) upon receipt of \$100.00 refundable deposit. Shipping / distribution charges will be established by Action Reprographics at the cost of the bidder, payable to Action Reprographics.

Bidding Documents are on file with the Owner, at the Project Site and at the Architect's Office. Additionally, Bidding Documents are located at several plan centers as identified in Document 00 23 00 within the Project Manual and may be inquired of the Architect.


**All Bidders & Sub-bidders shall be registered with the Architect's publishing agent, Action Reprographics, to receive project updates and addenda. Bidding documents may be viewed at Action Reprographic's website [www.actionrepro.com](http://www.actionrepro.com).**

**Questions, Clarifications**

**& Addenda:** Questions and clarifications shall be directed to the Architect as identified above. Significant questions, clarifications, changes or additional information will be issued by the Architect in the form of Addenda to all plan holders of record and plan centers.

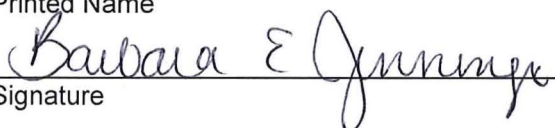
Published upon order of the **Iowa Valley Community College District Board of Directors, Marshalltown, Iowa.**

**Signed:**

Larry W. Johnson  
Printed Name  
  
Signature

Board President  
Title  
3/6/19  
Date

**Attest:**

Barbara E. Jennings  
Printed Name  
  
Signature

Board Secretary  
Title  
3/6/19  
Date

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