

**SECTION 00 1113  
NOTICE TO BIDDERS**

- Project:** IVCCD Marshalltown – LOCKER ROOM / GYM RENOVATION  
Iowa Valley Community College District – Marshalltown Campus  
3700 South Center Street, Marshalltown, Iowa 50158  
OPN Project Number: 20804011
- Architect:** OPN Architects, Inc.  
100 Court Avenue, Suite 100 Des Moines, Iowa 50309  
Phone: 515-309-0722  
Primary Contact: Aaron Twedt, AIA  
E-mail: [atwedt@opnarchitects.com](mailto:atwedt@opnarchitects.com)
- Public Hearing:** A Public Hearing was previously conducted at a regular meeting of the Iowa Valley Community College District (IVCCD) Board of Directors at 4:00 p.m. on Wednesday, February 8, 2023.
- Receipt of Bids Time & Place:** Sealed Bids for the Project(s) will be received by the Owner's designated representative of the Iowa Valley Community College District (IVCCD) District Administration Building Board Room, 3702 South Center Street, Marshalltown, Iowa 50158 at 1:00 p.m. on Thursday, March 2, 2023, 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 renovation of various interior spaces within the IVCCD – Marshalltown Campus Buildings. Spaces impacted by work to include: Renovation to layouts and/or finishes within Babe Harder Gymnasium, old racquetball court and associated locker room facilities. Work to include associated mechanical, electrical, plumbing and minimal structural work as indicated.
- Construction Cost:** Construction Cost for the Project is anticipated to be: **\$1,100,000.00 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 Iowa Valley Continuing Administration Building Board Room, 3702 South Center Street, Marshalltown, Iowa 50158, at 4:00 p.m. on Wednesday, March 8, 2023.
- Pre-Bid Conference / Site Visit:** A Pre-Bid meeting is scheduled at the Project site for 2:00 P.M. on Thursday, February 16, 2022. Meeting will be conducted on site and a site walk through will follow the Pre-Bid meeting. The Owner will make the site available for individual site exploration following the Pre-Bid meeting with potential visitors scheduling individual times to walk and review the project. More information to be provided at the Pre-Bid meeting.
- 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 **March 20, 2023**. On site construction shall begin as new materials are available on site approximately **May 15, 2023**. **Scheduled Substantial Completion is August 1, 2023**. A preliminary schedule is included with the drawings showing the anticipated phased construction.
- 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 in the specifications 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 the Administration Building, Board Room, 3702 South Center Street, Marshalltown, Iowa 50158**.
- 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. If Bid Bond is submitted, it must be written on an original AIA Document A310. 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.

**Availability of Bidding Documents:** Plans and specifications governing the construction of the proposed Work have been prepared by OPN Architects, Inc of Des Moines, Iowa.

Bidders for the Contract may obtain copies of the Bidding Documents by contacting Beeline+Blue, Des Moines, IA, 555-244-1611 in accordance with the Instructions to Bidders upon depositing the sum of \$100 (written to OPN Architects) or a MBI Plan Deposit card for each set of documents.

Documents may be viewed at the following plan rooms:

Greater Fort Dodge Growth Alliance Planroom, 24 North 9th Street, Suite A, Ft. Dodge, IA, 515-955-5500.

Dodge Data & Analytics Planroom, 3315 Central Ave, Hot Springs, AR 71913, 501-625-3544

Des Moines Construction Update Plan Room DM, 221 Park Street, Des Moines, IA

Bid+Builders Exchange, 4814 E. Broadway, Madison, WI, 608-221-3148

Minnesota Builders Exchange, 1123 Glenwood Avenue, Minneapolis, MN, 612-381-2647.

Omaha Builders Exchange, 4255 S. 94th, Omaha, NE, 402-593-6908.

Bidding Documents are also on file with the Owner at the Project Site.

**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, IVCCD Board President



2/8/2023

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Attest:**

Barbara E. Jennings, IVCCD Board Secretary



2/8/2023

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Signature

\_\_\_\_\_  
Date

**END OF SECTION**