

NOTICE TO BIDDERS AND
NOTICE OF PUBLIC HEARING

ANKENY CITY HALL COUNCIL CHAMBERS RENOVATION
CITY OF ANKENY, IOWA PUBLIC IMPROVEMENT PROJECT

Public Hearing on Proposed Contract Documents and Estimated Costs for Improvement

Notice is hereby given that a public hearing will be held by the **City of Ankeny, Iowa** on the proposed Contract Documents (plans, specifications, and form of contract) and estimated total cost for the **Ankeny City Hall Council Chambers Renovation** project at its meeting at **5:30 P.M. on the 16th Day of December, 2019** in the City Council Chambers, Ankeny City Hall, 410 West First Street, Ankeny, Iowa, 50023.

Time and Place for Filing Sealed Proposals

Sealed bids for the work comprising the improvements as stated below must be filed before **10:30 A.M.** according to the clock in said City Council Chambers on the **10th Day of December 2019**, at the reception desk in Ankeny City Hall, 410 West First Street, Ankeny, Iowa, 50023. Bids received after the deadline for submission of bids as stated herein shall not be considered and shall be returned to the late bidder unopened.

Time and Place Sealed Proposals Will be Opened and Considered

Sealed proposals will be opened by the City Clerk and bids tabulated at **10:30 A.M. on the 10th Day of December 2019**, in said City Council Chambers. Bids will be considered by the City of Ankeny City Council at its meeting at **5:30 P.M. on the 16th Day of December 2019**, in said City Council Chambers. The City Council may award a Contract at said meeting, or at such other time and place as shall then be announced.

Commencement of Work

Work on the improvement shall commence any time after a written Notice to Proceed is issued. It is anticipated that work will start in January of 2020 pending the vacation of the current use of the building, but no later than January 31, 2020. The work shall be completed as stated below.

Contract Documents

A copy of said plans, specifications, and form of contract, and estimated total cost is now on file in the office of the City Clerk and may be examined at Ankeny City Hall, 410 West First Street, Ankeny, Iowa, 50023. In addition, plans and specifications may be viewed at the following locations:

Master Builders of Iowa Construction Update: 221 Park Street, Des Moines, IA 50309
Construction Market Data (CMD): 30 Technology Parkway South, Suite 500, Norcross, GA 30092
Omaha Builders Exchange: 4255 South 94th Street, Omaha, NE 68127

Paper and electronic copies of the Contract Documents are available from Action Reprographics, www.actionrepro.com, 515.288.2146, for a fee of One Hundred Dollars (\$100.00) per set, made payable to the City of Ankeny. In lieu of fees, current MBI cards will be accepted. The fee is refundable, provided the following conditions are met: (1) The Contract Documents are returned complete and in a reusable condition, and (2) they are returned within fourteen (14) calendar days after the award of the project.

Preference of Products and Labor

By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa.

In accordance with Iowa statutes, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country if that state or foreign country gives or requires any preference to bidders from that state or foreign country, including but not limited to any preference to bidders, the imposition of any type of labor force preference, or any other form of preferential treatment to bidders or laborers from that state or foreign country. The preference allowed shall be equal to the preference given or required by the state or foreign country in which the nonresident bidder is a resident. In the instance of a resident labor force preference, a nonresident bidder shall apply the same resident labor force preference to a public improvement in this state as would be required in the construction of a public improvement by the state or foreign country in which the nonresident bidder is a resident.

Failure to submit a fully completed and accurate Bidder Status Form with the Proposal may result in the Proposal being deemed non-responsive and may result in the Proposal being rejected.

General Nature of the Public Improvement

ANKENY CITY HALL COUNCIL CHAMBERS RENOVATION

The existing council chambers and reception area within Ankeny City Hall shall be renovated to provide a new reception area and utility billing department. The proposed improvements generally include:

- Demolition work to remove the existing council chambers and reception desk.
- Renovation of the chambers area into offices and work stations to house the utility billing department.
- Construct three reception stations and a new bathroom.
- Remodel / expand an existing conference room and IT work room.

The scope of work includes all architectural, mechanical, electrical and technology systems. The balance of the building shall be maintained and operational during the project.

Bid Security

Each Bidder shall accompany its bid with bid security of five percent (5%) as defined in Iowa Code Section 26.8, as security that the successful Bidder will enter into a Contract for the work bid upon and will furnish after the award of Contract a corporate Surety Bond, in a form acceptable to the City of Ankeny, for the faithful performance of the Contract, in an amount equal to one hundred percent (100%) of the amount of the Contract. The Bidder's security shall be in the amount fixed in the Instructions to Bidders and shall be in the form of a cashier's check or a certified check drawn on an FDIC insured bank in Iowa or on an FDIC insured bank chartered under the laws of the United States; or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States; or a Bid Bond on the form provided in the Contract Documents with corporate Surety satisfactory to the City of Ankeny. The bid shall contain no condition except as provided in the specifications.

The City of Ankeny reserves the right to defer acceptance of any bid for a period of thirty (30) calendar days after receipt of bids and no bid may be withdrawn during this period.

Performance and Payment Bond

Each successful Bidder will be required to furnish a corporate Surety Bond in an amount equal to one hundred percent (100%) of its Contract price. Said Bond shall be issued by a responsible Surety approved by the City of Ankeny and shall guarantee the faithful performance of the Contract and the terms and conditions therein contained and shall guarantee the prompt payment of all material and labor, and protect and save harmless the City of Ankeny from claims and damages of any kind caused by the operations of the Contract.

Title VI Compliance

The City of Ankeny, Iowa, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Payment

Payments will be made on the basis of estimates prepared by the Contractor and approved by the Architect, solely for the purpose of payment; approval by the Architect, or the City Council, shall not be deemed as approval or acceptance of the workmanship or materials. The Contractor will be compensated for 95% of the work completed during a payment period, with the remaining 5% being retained in accordance with the Iowa Code. Regular payments approved by the Architect will be made following the next scheduled City Council meeting. The retainage payment will be released following acceptance of the project by the City of Ankeny and the provisions stipulated in the Iowa Code.

Sales Tax Exemption

The City of Ankeny will issue a sales tax exemption certificate to the Contractor for all material purchased for incorporation into the project. Tax exemption certificates are applicable only for the specific project for which the tax exemption certificate is issued.

Pre-Bid Meeting

A Pre-Bid Meeting will be held on November 26, 2019 at 9:00 a.m., at the project location (Ankeny City Hall at 410 West First Street in Ankeny). A review of the existing building is included. Bidders are encouraged to attend.

Completion of Work

The Contractor shall substantially complete the project no later than July 10, 2020. Substantially complete shall be defined as the building being sufficiently complete to be used for its intended purpose.

The Contractor shall fully complete the project no later than August 10, 2020. Fully complete shall be defined as all punch list items and closeout submittals having been completed to the Architect and Owner's

satisfaction. Should the Contractor fail to fully complete the work in this timeframe, liquidated damages of **Five Hundred Dollars (\$500.00) per calendar day** will be assessed for work not fully completed within the designated Contract term(s).

The City of Ankeny does hereby reserve the right to reject any or all bids, to waive informalities, and to enter into such contract, or contracts, as it shall deem to be in the best interest of the City.

This Notice is given by authority of the City Council of the City of Ankeny, Iowa.

Dated at Ankeny, Iowa, this **18th day of November, 2019.**

Gary Lorenz, Mayor

ATTEST:

Denise Hoy, City Clerk

Posted to the Iowa League of Cities and the Master Builders of Iowa websites the 22nd day of November, 2019.

Published in the Des Moines Register the 29th day of November, 2019.