

**NOTICE TO BIDDERS AND**  
**NOTICE OF PUBLIC HEARING**

**ANKENY SENIOR COMMUNITY CENTER PROJECT**  
**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 Senior Community Center Project** at its meeting at **5:30 P.M. on the 15<sup>th</sup> day of June, 2020**. Due to public health concerns related to COVID-19, and as authorized by emergency proclamation of the Governor of the State of Iowa, this meeting of the City Council will be conducted electronically, pursuant to Iowa Code Section 21.8, as holding the meeting in person is impossible or impractical. Interested persons may attend or participate in the meeting by the following methods:

1. Join from PC, Mac, Linux, iOS or Android: <https://meetings.ringcentral.com/j/1481437786>
2. If you are not at a computer, you may use one of the two options below for audio only:  
iPhone one-tap:  
US: +1(720)9027700,1481437786# (US Central)  
Telephone:  
US: +1(720)9027700 (US Central)  
Meeting ID: 148 143 7786

**Pre-Bid Meeting**

A pre-bid meeting cannot be held due to public health concerns due to COVID-19 as indicated above. Bidders shall forward questions to the project architect, Todd Wehr of Shive-Hattery for summation and response to all plan holders. Submit all questions by no later than Wednesday June 3, 2020.

**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.** on the **9<sup>th</sup> day of June, 2020** at the reception desk at the Ankeny Public Services Building, 220 West First Street, Ankeny, Iowa. Hand-delivered bids will be received by a City of Ankeny staff person at the front doors to the Public Services Building from 10:00 am to 10:30 am on June 9, 2020. If a bidder will be submitting a bid by hand delivery prior to 10:00 am on June 9, 2020 that bidder needs to contact Lindsay Fox at 515-965-6431 or [lfox@ankenyiowa.gov](mailto:lfox@ankenyiowa.gov) to make arrangements for delivery and receipt of the bid. 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 **9<sup>th</sup> day of June, 2020**. The bid opening will be conducted electronically and interested persons may attend the bid opening by the following methods:

1. Join from PC, Mac, Linux, iOS, Android: <https://meetings.ringcentral.com/j/1492906451>
2. If you are not at a computer, you may use one of the two options below for audio only:  
iPhone one-tap:  
US: +1(720)9027700, 1492906451# (US Central)  
Telephone: US: +1 (720) 902-7700 (US Central)  
Meeting ID: 149 290 6451

Bids will be considered by the City of Ankeny City Council at its meeting at **5:30 P.M. on the 15<sup>th</sup> day of June, 2020**. As previously indicated, this meeting will be conducted as an electronic meeting and interested persons may attend or participate in the meeting by using the methods described in the public hearing section of this Notice. 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 be commenced any time after a written Notice to Proceed is issued after the Public Hearing and Contract Award on June 15, 2020. The contractor shall achieve the Certificate of Occupancy / Substantial Completion as indicated 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, Ankeny City Hall, 410 West First Street, Ankeny, Iowa, 50023. Due to Ankeny City Hall being closed due to COVID-19, anyone wishing to view the bidding documents at the City Clerk's Office will need to contact the City Clerk, Denise Hoy, at 515-965-6405 or [DHoy@ankenyiowa.gov](mailto:DHoy@ankenyiowa.gov) to make special arrangements.

Set(s) of Contract Documents may be viewed and obtained from Action Reprographics (5037 NE 14<sup>th</sup> Street, (515) 288-2146) and will be provided to contract bidders upon receipt of Master Builders of Iowa non-cash deposit card or a check in the amount of one hundred fifty dollars (\$150.00) deposit per set. Cash deposits will not be accepted. Deposit will be refunded to bidders upon return of their complete set of Bidding Documents, including any addenda, properly bound and in good condition to Action Reprographics within 14 calendar days after receipt of bids.

Contract Documents may also be viewed online or downloaded at [www.actionrepro.com](http://www.actionrepro.com). Click on "PUBLIC JOBS" and then select the project name.

The Plan Holders List may be viewed online at [www.actionrepro.com](http://www.actionrepro.com). Click on "PUBLIC JOBS" and then select the project name.

### **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 SENIOR COMMUNITY CENTER**

The project consists of the construction of a new two story community building of approximately 30,300 s.f. located at 250 NW Ash Drive. The finished building will include a multi-purpose gym court for pickle ball, a walking track, rooms with exercise equipment, a billiards room, game and craft rooms, a dining room, warming kitchen, offices, and associated amenities. Construction shall include all civil, landscape, architectural, structural, mechanical, electrical and technology systems. Building construction will consist of structural steel framework, steel decking, membrane roof, brick and cast stone masonry exterior walls, painted drywall, glazing, architectural woodwork, weather barriers, acoustical ceilings, tiling, specialty court and track surfacing, and associated improvements. Furniture, fixtures, and owner equipment will be provided separately.

### **Bid Security**

Each Bidder shall accompany its bid with bid security 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. Payment approvals 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. 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.

**Completion of Work**

The Contractor shall substantially complete the project by no later than **September 1, 2021**. Substantially complete shall be defined as the building being sufficiently complete so that it can be used for its intended purpose as defined by the Architect and Owner.

Should the Contractor fail to substantially complete the work by **September 1, 2021**, liquidated damages in the amount of \$1,000.00 per calendar day thereafter will be assessed until the project is determined by the Architect to be substantially complete.

The Contractor shall fully complete the project no later than 30 calendar days after the date of substantial completion. Fully complete shall be defined as all punch list items and closeout submittals having been completed to the Architect and Owner's satisfaction.

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 18<sup>th</sup> day of May, 2020.

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Gary Lorenz, Mayor

ATTEST:

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Denise Hoy, City Clerk

Posted to the Iowa League of Cities and the Master Builders websites the 22<sup>nd</sup> day of May, 2020.

Published in the Des Moines Register the 29<sup>th</sup> day of May, 2020.