

BIDDING / NOTICES / REQUIREMENTS

**DOCUMENT 00 11 13
NOTICE OF LETTING**

Project: Marshalltown Community School District Security Management System (SMS) Phase 3
Marshalltown Community School District, Marshalltown, Iowa 50158
TSP C/N: 06-190256.00

Architect: TSP, Inc.
P.O Box 1534
Marshalltown, IA 50158
Phone: 641-752-3930
E-mail: sorensenjaw@teamtsp.com

Public Hearing: A Public Hearing will be conducted at a meeting of the **Marshalltown Community School District Board at the MCSD Administration Building Board Room, 1002 S. 3rd Ave., Marshalltown, Iowa, at 5:00 p.m. on Tuesday, September 3, 2019.**

Receipt of Bids Time & Place: Sealed Bids for the Project(s) will be received by the Owner's designated representative of the Marshalltown Community School District Board at the **MCSD Support Services Center Conference Room, 1002 S. 3rd Ave., Marshalltown, Iowa, at 2:00 p.m. on Thursday, October 3, 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 equipping or re-equipping Security Entrance Vestibules, and additional staff, dietary or playground entrances with access controls including associated intercom and local video surveillance, and integrating same into the established District Wide Avigilon Video Surveillance and Access Control System. This work to be under Base Bid for Anson Elementary School, Fisher Elementary School, Franklin Elementary School, Hoglan Elementary School, Rogers Elementary School, Woodbury Elementary School, and Support Services Center / MLA.

Alternates will include additional Access Controls at Lenihan Intermediate School, Miller Middle School and Marshalltown High School and additional Video Surveillance at the Elementary Schools, Lenihan Intermediate School and the Support Services Center / MLA Building.

Construction Cost: Construction Cost for the Project is anticipated to be approximately \$500,000.00

Consideration of Bids: Previously opened bids will be considered at a meeting of the Marshalltown Community School Board at the **MCSD Administration Building Board Room, 1002 S. 3rd Ave., Marshalltown, Iowa, at 5:00 p.m. on Monday, October 7, 2019.**

Pre-Bid Conference Site Visit: A Pre-Bid meeting is scheduled at the Project site(s) for **3:00 P.M. on Tuesday, September 24, 2019, Starting at MCSD Administration Building conference room, 1002 S. 3rd Ave., Marshalltown, Iowa,**

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 **October 14, 2019**. On site construction is anticipated to begin on or about October 28, 2019. **Scheduled Substantial Completion for Base Bid is January 17, 2020 with a final completion date of February 14, 2020.**

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 **The Marshalltown Community School Board, 1002 S. 3rd Ave., 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 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

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States of America, and payable to the **Marshalltown Community School 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 responsive, 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.

All bidders must provide a statement regarding the bidder's resident status. This statement shall be on the Bidder Status Form designated by the Iowa Department of Labor commissioner and available online. The statement must be signed by an authorized representative of the bidder. Failure by any bidder to provide a completed statement with its bid may result in the Board of Education rejecting the bid as non-responsive.

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 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.

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 right is reserved to reject any and all bids, or any part thereof, and to waive informalities or irregularities as allowed by law and to enter into such Contract or Contracts as shall be deemed in

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the best interests of the Marshalltown Community School District.

**Location & Availability
of Bidding Documents:**

Bidding Documents may be obtained from Action Reprographics 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. Plan deposits will be refunded upon the return of the documents, in reusable condition to Action Reprographics within 14 days after the award of the project. **Failure to comply will result in the forfeiture of the plan deposit.**

Bidding Documents are also 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 Reprographics's website 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.

All bids will be governed by applicable provisions in the Iowa Code and Board Policies.

Published upon order of the **Marshalltown Community School District, Marshalltown, Iowa.**

Signed:

_____	Board President
Printed Name	Title
_____	_____
Signature	Date

Attest:

_____	Board Secretary
Printed Name	Title
_____	_____
Signature	Date