

SECTION 00100 - NOTICE TO BIDDERS

Replace Hangar Doors
Iowa City Municipal Airport
Iowa City, Iowa

Time and Place for Filing Sealed Proposals. Sealed bids for the work comprising the repair & improvement as stated below must be filed before **3:00 P.M. CDST on June 2, 2022**, in the office of the City Clerk, City Hall, 410 East Washington Street, Iowa City, Iowa 52240.

Time and Place Sealed Proposals Will be Opened and Considered. Sealed proposals will be opened and bids tabulated at **3:00 P.M. CDST on June 2, 2022**, in the office of the City Clerk, City Hall, 410 East Washington Street, Iowa City, Iowa 52240 for consideration by the Iowa City Airport Commission at its meeting at **6:00 P.M. CDST on June 9, 2022**, at the terminal building of the Iowa City Municipal Airport, 1801 South Riverside Drive, Iowa City, Iowa 52240. The Iowa City Airport Commission reserves the right to reject any and all bids, to waive informalities or technicalities in any bid, and to enter into such contract, or contracts, as it shall deem to be to the best interest of the Iowa City Airport Commission.

Time for Commencement and Completion of Work. Work on the improvement shall commence upon approval of the contract by the Airport Commission and as stated in the Notice to Proceed. All work under the Contract must be substantially complete with thirty (30) calendar days after delivery of all materials need for the project. Liquidated damages as set forth in Section 00500 – Contract.

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. The bidder's security shall be in an amount equal to 5% percent of the total amount of the bid. The bid shall contain no condition except as provided in the specifications.

If the bidder fails to execute the contract and to furnish an acceptable performance and payment bond or provide a Certificate of Insurance within ten (10) days after acceptance of the bid by the Iowa City Airport Commission, the bid security may be forfeited or cashed by the Iowa City Airport Commission as liquidated damages.

Contract Documents. Copies of the project documents are available for a price of \$25 per set. This fee is refundable, provided the plans and specifications are returned complete and in good usable condition, and they are returned within fourteen (14) calendar days after the award of the project. Please contact Bolton & Menk, Inc at cedarrapids@bolton-menk.com to obtain a hard set of project documents. Complete digital project bidding documents are available at www.bolton-menk.com or www.questcdn.com. You may view the digital plan documents for free by entering **Quest project # 8174970** on the website's Project Search page. Documents may be downloaded for \$0.00. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in free membership registration, viewing, downloading, and working with this digital project information.

Preference of Products and Labor. By virtue of statutory authority, further preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa statutes. **Failure to submit a fully completed Bidder Status Form with the bid may result in the bid being deemed nonresponsive and rejected.**

Sales Tax Exemption Certificates. The bidder shall not include sales tax in the bid. The Iowa City Airport Commission will distribute tax exemption certificates and authorization letters to the Contractor and all subcontractors who are identified. The Contractor and subcontractor may make copies of the tax exemption certificates and provide a copy to each supplier providing construction materials. These tax exemption certificates and authorization letters are applicable only for this specific project under the Contract.

Award of Contract. All proposals submitted in accordance with the instructions presented herein will be subject to evaluation. Bids may be held by the Iowa City Airport Commission for a period not to exceed **Sixty (60) days** from the date of the bid opening for the purpose of conducting the bid evaluation.

The Owner will base the award of contract upon the lowest aggregate sum proposal submitted from those bidders the Owner confirms as being responsive and responsible. The right is reserved, as the Iowa City Airport Commission may require, to reject any and all bids and to waive any informality in the bids received.

Prospective Bidders are hereby advised that award of contract is contingent upon the owner receiving State funding assistance under the Capital Improvement Program.

PROJECT DESCRIPTION: Replacement of Hangar Doors

This Notice is given by authority of the Iowa City Airport Commission

Scott Clair, Chair Person, Iowa City Airport Commission