

Notice to Bidders and Notice of Hearing Advertisement  
Resolution No. **24-01**

**Capital Project #24UNB21 – MGMC – 2024 Park Ramp Levels 3 and 5 Membrane**

Notice is hereby given that sealed bids will be received by Supply Chain Management for the **Capital Project #24UNB21 – MGMC – 2024 Parking Ramp Levels 3 and 5 Membrane** project in accordance with the plans and specifications now on file at Mary Greeley Medical Center, 1111 Duff Avenue, Ames, Iowa 50010. Said bids shall be filed with the buyer's office by **10:00 a.m.** on the **14<sup>th</sup> day of February, 2024**. The bids will be opened and announced in the **Supply Chain Conference Room 2306** at Mary Greeley Medical Center and all bidders may be in attendance.

The Project shall be constructed in accordance with the drawing and specifications prepared by owner and **Shive Hattery Architects**.

The Board of Trustees meeting on **February 26, 2024** at **5:00 p.m.** in the Atrium A conference room will include a hearing on the proposed plans, specifications and form of contract for the Project. A report of the bids, with a recommendation, will be presented to the Board once the hearing is closed.

One originally signed proposal on an originally completed Bid Form provided in the specifications is required and may be submitted in a single sealed envelope. Photocopies of any kind are not acceptable and will be cause for rejection of the proposal. Any alteration of the proposal form will be cause for rejection of the proposal. Oral, telegraphic or telephonic bids and modifications will not be considered. Bids shall not be withdrawn by the contractor for a period of sixty (60) consecutive calendar days after opening of bids.

Bidding requirements, drawings and specifications are available to interested bidders via the plan room or by contacting the architect firm for this project.

Each proposal shall be accompanied by a separate sealed envelope containing the Bidder's Bid Security. Bid Security shall be in the amount of 5% of the bid amount and in the form of a cashier's check or certified check drawn on a solvent Iowa bank or a bank chartered under the laws of the United States, or a bid bond in the form prescribed in the specifications, executed by a corporation authorized to contract as a surety in Iowa. The check or bid bond shall be made payable to Mary Greeley Medical Center. Said check or bond may be cashed as liquidated damages in the event the bidder fails or refuses to enter into a contract within ten (10) days and post performance bond satisfactory to the Board of Trustees, insuring the faithful fulfillment of the contract and maintenance of said improvements as required by law and the specifications.

Each successful bidder shall be required to furnish a corporate surety bond in an amount equal to 100% of its contract price. Said bonds to be issued by a responsible surety approved by the Board of Trustees and shall guarantee the faithful performance of the contract and terms and conditions therein contained and shall guarantee the prompt payment of all material and labor

and protect and hold harmless the Medical Center from claims and damages of any kind caused by the operations of the contractor and shall also guarantee the maintenance of the improvement in good repair for a period of one (1) year from and after the completion and acceptance by the Medical Center.

There will be a pre-bid conference at **2:00 p.m.** on **January 31, 2024** in the **Facilities Conference Room** located at 1111 Duff Avenue. It is open to all interested parties to answer questions pertaining to the plans, specifications and form of contract.

Payment to the contractor will be made on monthly progress estimates submitted by the contractor on the first day of each month. Payment will be made of ninety-five (95%) of the value of acceptable construction completed during the preceding calendar month. Initial payment will be made at the end of the second construction month. Such payments are in no way an act of acceptance of the work done.

Payment to the contractor will be made from such funds as are legally available for such purposes.

Upon completion of the work, final payment will be made no earlier than thirty (30) days after the final acceptance of the completed project by resolution of the Board of Trustees. This is subject to the further condition that the contractor furnish a list of all persons furnishing labor and materials, with evidence that such persons have been paid in full as required in the specifications.

Work shall commence within ten days of a notice to proceed.

This project will be a Tax Exempt project. Mary Greeley Medical Center will issue the successful Contractor(s) a project specific tax exempt certificate for all taxable purchases.

The owner reserves the right to reject any and all bids, and award no contract; accept bids it deems to be in its best interest; to waive any informalities or irregularities in bids submitted; and waive minor irregularities or discrepancies in bidding procedure.

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

This notice is given by order of Mary Greeley Medical Center Board of Trustees, an administrative agency of the City of Ames, charged with management and control of the Project.

The contract is a limited liability binding only on the funds and revenues of Mary Greeley Medical Center and shall not be a general obligation of the City of Ames, Iowa.