

SECTION 00100 - NOTICE TO BIDDERS

SMU Parking Lot Improvements
Spencer Municipal Utilities
Spencer, IA

Time and Place for Filing Sealed Proposals. Sealed bids for the work comprising the repair or improvement as stated below must be filed before 2:00 P.M. on April 4, 2024, in the office of the General Manager/CEO at Spencer Municipal Utilities, 520 2nd Ave. E, Suite 1, Spencer, IA 51301.

Time and Place Sealed Proposals Will be Opened and Considered. Sealed proposals will be opened and bids tabulated at 2:00 P.M. on April 4, 2024, in the office of the General Manager/CEO at Spencer Municipal Utilities, 520 2nd Ave. E, Suite 1, Spencer, IA 51301 with the results being reported to the Spencer Municipal Utilities Board of Trustees at its meeting at 7:00 A.M. on April 11, 2024 at which time the Board of Trustees may take action on the proposals submitted or at such time as may then be fixed. The Spencer Municipal Utilities Board of Trustees reserves the right to reject any or 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 Spencer Municipal Utilities.

Time for Commencement and Completion of Work. Work on the improvement shall commence upon approval of the contract by the Board of Trustees and as stated in the Notice to Proceed. All work under the Contract must be substantially complete on or before November 1, 2024. 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, payment, and maintenance bond or provide a Certificate of Insurance within ten (10) days after acceptance of the bid by the City, the bid security may be forfeited or cashed by the City 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 reusable condition, and they are returned within fourteen (14) calendar days after the award of the project. Please make your check payable to Bolton & Menk, Inc. and send it to 218 11th Street SW, Spencer, IA 51301, (712) 580-5075, fax (515) 233-4430. 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 # 9014511 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, a preference will be given to products and provisions grown and coal produced within the State of Iowa, to the extent lawfully required under Iowa statutes.

Sales Tax Exemption Certificates. Sales tax is to be included in the Bid.

PROJECT DESCRIPTION: Construction of approximately 2700 SY of PCC parking lot at the northwest corner of E 7th St. and 2nd Ave E. Construction includes improvements to the existing Spencer Community Schools parking lot, a new parking lot, and storm sewer. Miscellaneous construction items include ADA sidewalk ramps, erosion control, turf establishment, and other related improvements.

The Notice is given by order of the Board of Trustees of Spencer Municipal Utilities

Steve Pick

General Manager/CEO