
NOTICE TO BIDDERS



Marion Water Department, Iowa
Public Improvement Project for the Water Department

General Information:

Project: **2024 Marion Water Department Storage Building**

Bid Date: **May 9, 2024 @ 2:00 pm**

5% bid bond

Plans will be emailed to contractors requesting plans.

Work shall be completed by **December 6, 2024**. Liquidated damages in the amount of **\$200.00** per working day will be assessed for work not completed within this time.

Engineer's Estimate: **\$400,000.00**.

Construction Documents are available electronically by a PDF sent via email, paper copies will be available upon request only. Contractors are to request the PDF by contacting the Marion Water Department via phone or email, see contact information below. When the PDF is sent, the contractor will be added to the plan holders list. Addendums, if necessary, are only sent to contractors that are on the plan holders list. Contractors that forward the PDFs to their subcontractors are solely responsible to distribute Addendum information to their subcontractors. Subcontractors are strongly encouraged to contact the Marion Water Department individually to be added to the plan holders list.

Marion Water Department:

3050 5th Avenue

Marion, Iowa 52302

Hours: 7:30 am – 4:00 pm.

For plans or project questions contact:

Todd Steigerwaldt, PE

General Manager

319.743.6311

tsteigerwaldt@cityofmarion.org

Specific Information:

Notice is hereby given that sealed bids for the **2024 Marion Water Department Storage Building**, shall be filed in the office of the Marion Water Department of the City of Marion, Iowa, prior to **2:00 PM** local time on the **9th day of May, 2024**, for work in accordance with the plans and specifications now on file in the office of the Marion Water Department. Bids will be publicly opened and read aloud at the above time in at Water Department, **3050 5th Avenue**, Marion, Iowa.

The plans and specifications are now on file in the office of the Marion Water Department. Copies thereof may be obtained at the office of the Water Department. One set of bidding documents for the above project is available without charge to prospective bidders, i.e. qualified general contractors and subcontractors. A fee for shipping will also be included and is due prior to shipping. The Marion Water Department is the only authorized source of bidding documents and proposal forms. Bidding documents and proposal forms obtained from any other source may have an incomplete set of documents. Bidders using bidding documents and/or proposal forms not obtained from the Marion Water Department are advised to contact the Marion Water Department to provide a contact name, mailing address and phone number to enable receipt of necessary addenda. **Reproduction of these documents without the express permission of the Marion Water Department is prohibited.**

The general nature of the work on which bids are requested is the construction of a 5000 SF storage building with five overhead doors, floor drain system, radiant heat, concrete footings/walls/backfill and miscellaneous related work and appurtenances in accordance with the contract documents. Marion Water Department will perform associated work as described in the plans and on the bid proposal form and coordinate installations with the selected General Contractor.

Work shall be completed by **December 6, 2024**. Liquidated damages in the amount of **\$200.00** per day will be assessed for each day in excess of these schedules.

All bids shall be submitted to said Marion Water Department on or before the time set herein for the bid opening. **Bids shall be made on the Proposal Form** furnished by the Marion Water Department, in a **sealed and plainly marked envelope** indicating it is a bid in response to this notice.

Each bidder shall accompany its bid in a **separate sealed and plainly marked envelope with a 5% bid security** as defined in Code of Iowa Section 26.8 and as specified in the Instructions to Bidders.

The City of Marion Water Department reserves the right to defer acceptance of any bid for a period not to exceed thirty (30) days after receipt of bids, and no bid may be withdrawn during this period.

Each successful bidder shall be required to furnish a corporate surety bond in an amount equal to one hundred percent (100%) of its contract price. Said bond to be issued by a responsible surety approved by the Marion Water Board of Trustees 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/Water Department from claims and damages of any kind caused by the operations of the contract.

Upon completion of the project and before final acceptance by the Marion Water Board of Trustees, the contractor will be required to post a 2-year maintenance bond.

In lieu of a maintenance bond, the performance and payment bonds may provide coverage for the specified maintenance term. A separate and distinct statement to this effect must be included on the bonds.

All proposals shall be filed on forms furnished by the Marion Water Department, sealed and plainly marked. Any alteration of the proposal form may be cause for rejection of the proposal.

Payment will be made from funds now on hand and legally available for that purpose and no delay in payment is anticipated. The contractor will be paid ninety-five percent (95%) of the price upon final acceptance. Final payment will be due no sooner than 31 days after completion of the work and acceptance by the Marion Water Board of Trustees of the City of Marion.

Items incorporated into this project are exempt from State of Iowa Sales Tax. A sales tax exemption certificate will be submitted to the Contractor by the Water Department upon approval of the contract and the identification of all subcontractors. Sales and use taxes should not be included in the bid prices. Information regarding eligible items for this exemption can be found at the State of Iowa website: www.state.ia.us/tax/business/Contr-ExEnt-Index.html.

This improvement is being constructed and paid for pursuant to the provisions of Chapter 384 of the Code of Iowa.

The City of Marion Water Department, 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.

Each Bidder shall complete and sign the Equal Employment Opportunity / Non- Discrimination Policy Statement and submit it with the bid proposal.

Per 875, Iowa Administrative Code, Chapter 156, every bidder shall submit a properly completed and signed statement regarding the bidder's resident status on the form designated by the Iowa Labor Commissioner. Failure to provide this statement may result in the bid being deemed nonresponsive and being rejected by the city.

The Water Department 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 Marion Water Department.

By virtue of statutory authority, preference will be given to products and provision grown and coal produced within the State of Iowa, and to Iowa labor, to the extent lawfully required under Iowa statutes.

This notice is given by order of the Marion Water Department Board of Trustees of the City of Marion, Iowa.

Todd Steigerwaldt, PE
General Manger
Marion Water Department

TITLE VI/NONDISCRIMINATION NOTICE TO THE PUBLIC

The City of Marion Water Department hereby gives public notice that it is the policy of the City of Marion to assure full compliance with Title VI of the Civil Rights Act of 1964, related statutes and regulation provide that no person shall on the ground of race, color, national origin, gender, age or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. The Civil Rights Restoration Act of 1987 amended Title VI to specify that entire institutions receiving federal funds, whether schools, colleges, government entities, or private employers, must comply with Federal civil rights laws, rather than just the programs or activities that receive federal funds.

We are also concerned about the impacts of our programs, projects, and activities on low income and minority populations (“Environmental Justice”) under Title VI. Any person who believes that they are being denied participation in a project, being denied benefits of a program, or otherwise being discriminated against because of race, color, national origin, gender, age, or disability, may contact.”

Kara Bullerman or Civil Rights Coordinator- Iowa DOT
City of Marion Civil Rights Bureau
319-743-6301 800-262-0003 or 515-262-1921

YOU SHOULD CONTACT THE ABOVE INDIVIDUAL OR IOWA DOT OFFICE AS SOON AS POSSIBLE BUT NO LATER THAN 180 DAYS AFTER THE ALLEGED DISCRIMINATION OCCURRED, OR IF THERE HAS BEEN A CONTINUING COURSE OF CONDUCT, NO LATER THAN 180 DAYS AFTER THE ALLEGED DISCRIMINATION WAS DISCONTINUED. CONTACT THE CIVIL RIGHTS COORDINATOR TO GET MORE INFORMATION ON THE IOWA DOT’S TITLE VI PROGRAM.