

**OFFICIAL NOTICE OF HEARING AND LETTING
CITY OF MARSHALLTOWN
MARSHALLTOWN, IOWA
RIGHT OF WAY CDBG-DISASTER
RECOVERY TREE PLANTING PROJECT**

NOTICE OF PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, PROPOSED FORM OF CONTRACT AND OPINION OF PROBABLE COST FOR THE RIGHT OF WAY CDBG-DISASTER RECOVERY TREE PLANTING PROJECT IN THE CITY OF MARSHALLTOWN, IOWA, AND THE TAKING OF BIDS FOR SUCH IMPROVEMENTS.

A **public hearing** will be held at **5:30 p.m. local time on the 28th day of July, 2025** in the Council Chambers, Second Floor, 10 West State Street, Marshalltown, Iowa, on the proposed plans, specifications, proposed form of contract, and the opinion of probable cost of improvements proposed to be constructed under PROJECT NO. PRK24-002, the RIGHT OF WAY CDBG-DISASTER RECOVERY TREE PLANTING PROJECT, which is now on file in the office of the City Clerk and at said hearing any interested person may appear and file objection thereto or to the bidding process.

Sealed proposals based upon the proposed plans, specifications, proposed form of contract, opinion of probable costs of improvement, will be **received** at the City Clerk's Office located at 24 N. Center Street, Marshalltown, IA until **10:00 a.m. local time, on the 5th day of August, 2025** for the construction of the RIGHT OF WAY CDBG-DISASTER RECOVERY TREE PLANTING PROJECT as described in the plans and specifications for Project No. PRK24-002, and which will be opened, read, and tabulated by the Park and Recreation Director or her designate at that time, will be acted upon by the City Council of said City at a meeting to be held in the Council Chambers on the **11th day of August, 2025** or at such later time and place as may then be fixed.

The proposed work will involve furnishing the labor, equipment, and materials necessary for completing the RIGHT OF WAY CDBG-DISASTER RECOVERY TREE PLANTING PROJECT in Marshalltown, Iowa as shown in the plans and specifications for PROJECT NO. PRK24-002, the RIGHT OF WAY CDBG-DISASTER RECOVERY TREE PLANTING PROJECT.

The estimated quantities of materials and labor to be furnished in the construction of said improvements and on which bids will be received are as follows:

The furnishing and installation of 200 trees for planting at designated locations throughout the City of Marshalltown.

All work is to be done in strict compliance with the Plans and Specifications for said PROJECT NO. PRK24-002 as proposed by the Park and Recreation Director.

Obtaining the Bidding Documents

Plans, specifications and proposed contract documents may be examined at the office of the Park and Recreation Director, Marshalltown, Iowa, and at the office of the City Clerk, Marshalltown, Iowa. Bidding Documents may be downloaded from the City of Marshalltown's web site upon registration at no cost. The documents may be downloaded at <https://www.marshalltown-ia.gov/Bids.aspx>.

A deposit of \$150 per paper set of plans, specifications and proposed contract documents will be charged, all of which will be refunded if the paper documents are returned in reusable condition within 14 days of the Award of Contract. If all paper documents are not returned in reusable condition and within 14 days, the deposit will be forfeited.

Pre-Bid Meeting

A pre-bid meeting will be held at 10 a.m. local time on the 25th day of July in the Council Chambers, Second Floor, 10 West State Street, Marshalltown, Iowa.

Instructions to Bidders.

A Bid must be accompanied by Bid security made payable to Owner in an amount of five (5) percent of Bidder's maximum Bid price (determined by adding the base bid and all alternates) and in the form of a Bid bond issued by a surety meeting the requirements of the General Conditions or a certified check in an amount equal to five percent (5%) of the total amount of the bid, drawn on and certified payable by a solvent bank to the City Treasurer of the City. Such Bid bond will be issued in the form included in the Bidding Documents.

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

The City Council reserves the right to reject any and all bids and to waive technicalities and irregularities and all bids must remain effective for a period of 30 days of opening same.

This Notice to Bidders is hereby published by authority of resolution duly adopted by the Council of the City of Marshalltown on the 14th day of July, 2025.

Owner: City of Marshalltown
By: Alicia Hunter
Title: City Clerk