

SECTION 00 11 13

NOTICE TO BIDDERS AND NOTICE OF PUBLIC HEARING

**NOTICE TO BIDDERS AND
NOTICE OF PUBLIC HEARING****Grimes Public Administration Building**

CITY OF GRIMES, IOWA PUBLIC IMPROVEMENT PROJECT

Public Hearing on Proposed Contract Documents and Estimated Costs for Improvement

Notice is hereby given that a public hearing will be held by the **City of Grimes, Iowa** on the proposed Contract Documents (plans, specifications, and form of contract), and estimated total cost for the **Grimes Public Administration Building** project at its meeting at **5:30 P.M. on the 16th day of December, 2025**, in the City Council Chambers, Grimes Community Complex, 410 SE Main Street, Grimes, Iowa, 50111.

Time and Place for Filing Sealed Proposals

Sealed bids for the work comprising the improvements as stated below must be filed before **10:30 A.M.** according to the clock in the Grimes City Council Chambers on the **9th day of December, 2025**, at the reception desk in Grimes Community Complex, 410 SE Main Street #102, Grimes, Iowa, 50111. Bids received after the deadline for submission of bids as stated herein shall not be considered and shall be returned to the late bidder unopened.

Time and Place Sealed Proposals Will be Opened and Considered

Sealed proposals will be opened by the City Clerk and bids tabulated **at 10:30 A.M. on the 9th day of December, 2025**, in said City Council Chambers, 410 SE Main Street #202, Grimes, Iowa, 50111. Bids will be considered by the City of Grimes City Council at its meeting at **5:30 P.M. on the 16th day of December, 2025**, in said City Council Chambers. The City Council may award a Contract at said meeting, or at such other time and place as shall then be announced.

Commencement of Work

Work on the improvement shall be commenced any time after a written Notice to Proceed is issued and shall be completed as stated below. The Notice to Proceed will be issued after the City of Grimes City Council Meeting on **the 16th day of December, 2025**.

Contract Documents

A copy of said plans, specifications, and form of contract, and estimated total cost will be on file in the office of the City Clerk and may be examined at Grimes City Hall, 101 NE Harvey Street, Grimes, Iowa, 50111 starting **the 12th day of November, 2025**.

An electronic copy of the Contract Documents will be available at www.beelineplanroom.com for no cost. Project information, estimated total cost and plan holder information will be available for no cost at the same link. Downloads of the Contract Documents require the user to register for a free membership.

Paper copies of the Contract Documents will be available from Beeline & Blue, 2507 Ingersoll Avenue, Des Moines, IA 50312, for an approximate fee of Three Hundred Seventy Five Dollars (\$375.00) per set. This fee is refundable, provided the following conditions are met: (1) The Contract Documents are returned complete and in a reusable condition, and (2) they are returned within fourteen (14) calendar

days after the award of the project. You must call 515-244-1611 in advance to reserve a paper copy.

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.

In accordance with Iowa statutes, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country if that state or foreign country gives or requires any preference to bidders from that state or foreign country, including but not limited to any preference to bidders, the imposition of any type of labor force preference, or any other form of preferential treatment to bidders or laborers from that state or foreign country. The preference allowed shall be equal to the preference given or required by the state or foreign country in which the nonresident bidder is a resident. In the instance of a resident labor force preference, a nonresident bidder shall apply the same resident labor force preference to a public improvement in this state as would be required in the construction of a public improvement by the state or foreign country in which the nonresident bidder is a resident.

Failure to submit a fully completed and accurate Bidder Status Form with the Proposal may result in the Proposal being deemed non-responsive and may result in the Proposal being rejected.

Prebid Conference

A pre-bid conference will be held on Thursday, November 20, 2025 at 1:30 P.M., at the Grimes Public Library, at 200 NE Beaverbrooke Blvd, Grimes, IA, 50111. All prime contract and major subcontract Bidders and Suppliers are invited. A walk through of the old library that will be demolished as part of this project will occur immediately after the pre-bid meeting. Attendance is strongly recommended, but not mandatory.

General Nature of the Public Improvement

The New Grimes Public Administration Building project includes the construction of a new public administration building located at the NW corner of 1st St/Hwy 44 and James Street (address TBD) in Grimes Iowa. The public administration building is approximately 18,288 sf and consists of one level. The exterior skin is insulated precast panels, curtainwall, storefront and metal panels. The project includes a new parking lot with associated site improvements.

Separate prime contracts will be issued for the following packages:

- BP#1 Demo, Site Utilities & Grading
- BP#2 General Construction
- BP#3 Steel/Precast Material & Erection
- BP#4 Roofing & Sheetmetal
- BP#5 Aluminum & Glazing
- BP#6 Drywall, Framing, Acoustic and Paint
- BP#7 Fire Protection
- BP#8 Mechanical
- BP#9 Electrical
- BP #10 Audio/Video
- BP#11 Site Paving
- BP#12 Landscaping

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 and will furnish after the award of Contract a corporate Surety Bond, in a form acceptable to the City of Grimes, for the faithful performance of the Contract, in an amount equal to one hundred percent (100%) of the amount of the Contract. The Bidder's security shall be in the amount fixed in the Instructions to Bidders and shall be in the form of a cashier's check or a certified check drawn on an FDIC insured bank in Iowa or on an FDIC insurance bank chartered under the laws of the United States; or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States, or a Bid Bond on the form provided in the Contract Documents with corporate Surety satisfactory to the City of Grimes. The bid shall contain no condition except as provided in the specifications.

The City of Grimes reserves the right to defer acceptance of any bid for a period of sixty (60) calendar days after receipt of bids and no bid may be withdrawn during this period.

Performance & Payment Bond

Each successful Bidder will be required to furnish a corporate Surety Bond in an amount equal to one hundred percent (100%) of its Contract price. Said Bond shall be issued by a responsible Surety approved by the City of Grimes 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 of Grimes from claims and damages of any kind caused by the operations of the Contract and shall also guarantee the warranty of the improvement as required by the Contract Documents.

Title VI Compliance

The City of Grimes, Iowa, 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.

Payment

Payments will be made on the basis of estimates prepared by the Contractor and approved by the Architect, solely for the purpose of payment; approval by the Engineer, or the City Council, shall not be deemed as approval or acceptance of the workmanship or materials. The Contractor will be compensated for 97% of the work completed during a payment period, with the remaining 3% being retained in accordance with the Iowa Code. Regular payments approved by the Architect will be made following the next scheduled City Council meeting. The retainage payment will be released following acceptance of the project by the City of Grimes and satisfaction of the retainage payment provisions and requirements stipulated in the Iowa Code.

Sales Tax Exemption

The City of Grimes will issue a sales tax exemption certificate to the Contractor for all material purchased for incorporation into the project. Tax exemption certificates are applicable only for the specific project for which the tax exemption certificate is issued.

Completion of Work

Construction shall start on-site on **March 16, 2026**. The Contractor shall substantially complete the overall project by **March 31, 2027**. Substantial completion for the overall project shall be defined as all work is sufficiently complete, in accordance with the contract documents, so the Owner may occupy and use the space for its intended purpose. Should the Contractor fail to substantially complete the work within this timeframe, liquidated damages of **Two Thousand Five Hundred Dollars (\$2,500.00) per calendar day**

will be assessed for work not substantially completed within the designated Contract term(s).

The contractor shall fully complete the overall project by **May 28, 2027**. Full completion for the overall project shall be defined as the Architect finding the work acceptable under the contract documents and the contract fully performed and the Architect and Construction Manager issuing the final certificate for payment. Should the Contractor fail to fully complete the work within this timeframe, liquidated damages of **Two Hundred Fifty Dollars (\$250.00) per calendar day** will be assessed for work not fully completed within the designated Contract term(s).

The City of Grimes 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 City.

This Notice is given by authority of the City Council of the City of Grimes, Iowa.

Dated at Grimes, Iowa, this **10th day of November, 2025**.

Scott Mikkelsen

Scott Mikkelsen (Nov 10, 2025 15:25:53 CST)

Scott Mikkelsen, Mayor

ATTEST:

Rachel Greving

Rachel Greving, City Clerk

Posted to the Iowa League of Cities and the Master Builders of Iowa websites the **14th day of November, 2025**

Published in a newspaper with local circulation the **2nd day of December, 2025**.

END OF SECTION 00 11 13