

## **NOTICE TO BIDDERS**

### **ATC AND HELLYER PARKING LOT IMPROVEMENTS INDIAN HILLS COMMUNITY COLLEGE OTTUMWA, IOWA 2026**

Time and Place for Filing Sealed Proposals. Sealed bids for the work comprising the improvements as stated below must be received before **10:00 A.M. on March 3, 2026**, at Indian Hills Community College, Ottumwa Campus, 525 Grandview Avenue, Ottumwa, Iowa 52501.

Time and Place Sealed Proposals Will be Opened and Considered. Sealed proposals will be opened and bids tabulated at 10:00 A.M. on March 3, 2026, at the Perkins Conference Room, Indian Hills Community College, Ottumwa Campus, 525 Grandview Avenue, Ottumwa, Iowa 52501, for consideration by Indian Hills Community College at its meeting at 4:00 P.M. on March 9, 2026, at the Perkins Conference Room, Indian Hills Community College, Ottumwa Campus, 525 Grandview Avenue, Ottumwa, Iowa 52501. Indian Hills Community College reserves the right to reject any and all bids.

Time for Commencement and Completion of Work. Work on the project shall begin on the date specified on the written "Notice to Proceed" and shall be fully completed and ready for final payment on or before August 28, 2026 for the ATC Parking Lot Improvements and October 30, 2026 for the Hellyer Parking Lot Improvements. The "Notice to Proceed" for the project will be issued for May 11, 2026.

Bid Security. Each bidder shall accompany its bid with bid security 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 form acceptable to the College, for the faithful performance of the contract, in an amount equal to one hundred percent of the amount of the contract. The bidder's security shall be in the amount fixed in the Instruction to Bidders and shall be in the form of a cashier's check, a certified check, or a bank money order drawn on a FDIC insured bank in Iowa or on a FDIC insured 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 College. The bid shall contain no condition except as provided in the specifications.

Contract Documents. Bid forms, plans and specifications may be obtained from Garden & Associates, Ltd., P.O. Box 451, 1701 3<sup>rd</sup> Avenue East, Suite 1, Oskaloosa, IA 52577 upon deposit of **\$50.00**. A refund of **\$50.00** for plans and specifications will be made to those returning them in good condition within fourteen (14) days after the date of award. Plans and Specifications will also be on file for viewing at the Office of the Director of Facilities at Indian Hills Community College, Ottumwa Campus, 525 Grandview Avenue, Ottumwa, Iowa.

**Electronic project documents** are available at no cost at [www.gardenassociates.net](http://www.gardenassociates.net) by clicking on the "Bid Documents" tab and choosing "ATC AND HELLYER PARKING LOT IMPROVEMENTS - INDIAN HILLS COMMUNITY COLLEGE - OTTUMWA, IA - 2026." on the left side of the page. Project information, Engineer's cost opinion and plan holder information is also available at this website. Plan downloads require the user to register for a free membership at QuestCDN.com. The download delivery fee is \$0.00.

Preference of Products and Labor. Preference shall be given to domestic construction materials by the contractor, subcontractors, materialmen, and suppliers in performance of the contract and, further, by virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa statutes.

Bidder Status. 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.

General Nature of Improvement. The work generally consists of the following:

Removal of Light Pole Foundations – Lump Sum; Removals as Per Plan – Lump Sum; Clearing and Grubbing – Lump Sum; Topsoil, Off-site – 1,200 CY; Excavation, Class 10 – 6,197 CY; Subgrade Preparation, 6” Thick – 16,869 SY; Subbase, Granular, 4” Thick – 507 SY; Subbase, Modified, 6” Thick – 16,869 SY; Compaction Testing – Lump Sum; Storm Sewer, Trenched, 12” – 828 LF; Storm Sewer, Trenched, 15” – 334 LF; Pipe Apron, 12” – 1 EA; Subdrain (Longitudinal), 4” – 3,753 LF; Subdrain Outlets and Connections, 4” or 6” – 7 EA; Manhole, SW-401, 48” Dia. – 2 EA; Intake, SW-501 – 5 EA; Intake, SW-502, 48” Dia. – 1 EA; Intake, SW-505 – 1 EA; Intake, SW-511 – 2 EA; Remove Intake – 3 EA; 15” PVC Area Drain – 2 EA; Curb and Gutter, 2’ Wide, 7” Thick – 64 LF; Removal of Driveway – 22,076 SY; Remove Curb (Grinding) – 10 LF; Sidewalk, PCC, 5” Thick – 439 SY; Sidewalk, PCC 6” Thick – 61 SY; Detectable Warnings – 100 SF; Driveway, Paved, PCC 6” Thick – 16,527 SY; Sidewalk and Driveway Assurance Testing – Lump Sum; PCC Drainage Flume, 6” Wide – 229 SY; Painted Pavement Markings and Symbols, Solvent/Waterborne – Lump Sum; Temporary Traffic Control – Lump Sum; Mobilization – Lump Sum.

Building materials, supplies, and equipment incorporated into said improvement are exempt from Iowa Department of Revenue and Finance sales tax and any applicable local option sales tax and school infrastructure local option sales tax pursuant to Iowa Code Sections: 423.3 and 423.45 and Iowa Administrative Code 701-17.33. Bidder shall not include payment of Iowa sales tax in Bid. “Jurisdiction” will provide Purchasing Agent Authorization Letter and Designated Exempt Entity Iowa Construction Sales Tax Exemption Certificate. Contractor will coordinate sales tax exempt purchases with subcontractors and material and equipment suppliers. Contractor will maintain records identifying the materials purchased sales tax exempt and will maintain records verifying the use of said materials on said improvement.

Payment to the Contractor for said improvements will be made in monthly estimates and one final payment. Monthly estimates will be equivalent to ninety-seven percent (97%) of the contract value of the work completed during the preceding calendar month. Such monthly payment will in no way be construed as an act of acceptance for any part of the work partially or totally.

Final payment to the Contractor will be made no earlier than thirty (30) days from and after final acceptance of the work by the "Jurisdiction". Before final payment is made, the Contractor shall file with the "Jurisdiction" lien waivers from material suppliers and/or subcontractors showing that they were paid in full for materials supplied and/or work performed on the project.

Liquidated damages in the amount of **Eight Hundred Dollars (\$800.00)** per working day will be assessed for each day that the work shall remain uncompleted after the end of the contract period.

Successful Bidder will be required to furnish Performance, Payment and Maintenance Bond acceptable to the College on the form provided in the specifications in amounts equal to one hundred percent (100%) of the contract price.

Award of the contract will be to the lowest responsible bidder submitting the lowest acceptable bid. Indian Hills Community College hereby reserves the right to reject any or all bids, to waive informalities and irregularities and to enter into such contract as it may deem to be for the best interest of Indian Hills Community College.

This Notice is given by authority of The Board of Trustees of Indian Hills Community College, Ottumwa, Iowa.

*By:*  
Shelle Harvey  
Board Secretary