

Invitation to Bid

1.1 PROJECT INFORMATION

- A. Notice to Bidders: **General Contractors** are invited to submit bids for a Construction Project as described in this Document and according to the Instructions to Bidders.
- B. Project Identification: City of Missouri Valley, Iowa. New City Offices.
 - 1. Project Location: Rand Center, 100 South 4th Street, Missouri Valley, Iowa.
- C. Owner: City of Missouri Valley, Iowa
 - 1. Owner's Representative: City Administrator, Turri Colglazier.
- D. Architect: Emswiler Architecture, 2729 Kraft Lane, Missouri Valley, Iowa 402-680-5723.
- E. Project Description: Project consists of a 976sf remodel of existing space inside the Rand Center. Construction includes: Demolition, framing, drywall, flooring, ceilings, plumbing and electrical work.
- F. Construction Contract: Bids will be received for the following Work:
 - 1. General Contract (all trades).

1.2 BID SUBMITTAL AND OPENING

- A. The owner will receive bids in a sealed envelope and in person until the bid time and date at the location indicated below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner:
 - 1. Bid Date: Thursday, **March 26, 2026**.
 - 2. Bid Time: **3:00 p.m.**, local time.
 - 3. Bids will be accepted at the existing City Offices at 223 East Erie St., Missouri Valley, Iowa.
- B. Immediately after the Bids are received, the results will be publicly opened and read aloud.
- C. The City Council will meet within two weeks of the Bid date to consider the bids and award a contract.

1.3 DOCUMENTS

- A. Contract Documents: Obtain after **February 16, 2026**, by contacting Emswiler Architecture.

1. Complete drawings and specification PDF sets will be provided (via email) to all qualified bidding general contractors. No Charge.
2. Sub-Contractors/Suppliers – request electronic copies from the architect. No Charge.
3. A complete set of documents (paper copy) will be available for a cost of \$25.

1.4 BID SECURITY

- A. Bid security shall be submitted with each bid in the amount of **5** percent of the bid amount. Use a Bid Bond (AIA A310). No bids may be withdrawn for a period of 30 days after opening of bids. The owner reserves the right to reject any and all bids and to waive informalities and irregularities.
 1. Bid Bond AIA A310 is acceptable.
 2. Other acceptable forms:
 - a. a cashier's check or certified check drawn on a state-chartered or federally chartered bank
 - b. a certified share draft drawn on a state-chartered or federally chartered credit union.

1.5 PAYMENT AND PERFORMANCE BOND

- A. The contractor shall furnish bonds covering faithful performance of the Contract and payment obligations arising thereunder. Bonds may be obtained through the contractor's usual source and the cost thereof shall be included in the bid price. The amount of each bond shall be equal to 100 percent of the Contract sum.

1.6 COMMENCEMENT and COMPLETION OF WORK

- A. The work will begin no more than 2 weeks after the date of the Contract for Construction.
- B. The work shall be completed no later than 100 calendar days after the date of the Contract for Construction.