

CITY OF POCAHONTAS, IOWA

INVITATION FOR BIDS

Elbert Park Shelter House Construction

Bid Deadline 4:30 PM Central Time, July 6th, 2026	Bid Delivery City Hall, 23 West Elm Ave, Pocahontas, IA 50574
Project Location 40 Court Square, Pocahontas, Iowa Parcel ID 0731403004 (just west of pool - near spray pad/pickleball courts)	Questions / Contact Phone: <u>(712) 212-5774</u> Email: <u>nharrison@cityofpokyia.org</u>

SECTION 1 — PROJECT OVERVIEW

The City of Pocahontas, Iowa is soliciting sealed bids from qualified and insured contractors for the construction of a new open-air shelter house, located near the splash/spray pad and pickleball court area. A previous shelter at Elbert Park was destroyed by fire; this project represents a replacement and improvement at a new location, funded in part through insurance proceeds.

The City intends to award a contract to a responsible, licensed, and insured contractor who can demonstrate experience with similar municipal or agricultural shelter construction. The completed shelter would ideally be ready for public use no later than October 15, 2026.

SECTION 2 — SCOPE OF WORK

The contractor shall furnish all labor, materials, tools, equipment, permits, supervision, and incidentals necessary to complete the following work in its entirety:

2.1 Site Preparation

- Coordinate site access and staging with the City prior to mobilization.
- Contractor shall verify the building location with City-provided staking before any excavation or concrete work begins.
- Confirm all applicable setback requirements and sightline clearances with the City and applicable permitting authority.
- All underground utilities shall be located (Iowa One Call) prior to any excavation.

2.2 Concrete Slab

- Auger footings as required per engineering for post base connections.
- Pour reinforced concrete slab-on-grade, approximately 30 ft. x 30 ft., at a finished thickness of approximately 5.5 inches.
- Reinforcement (rebar or fiber) to meet applicable load requirements for Iowa climate.
- Slab to be finished smooth with a broom finish at perimeter edges.
- Slab shall be poured level and true; tolerances per ACI 117 or equivalent.

2.3 Post-and-Beam Structure

- Install 6x6 treated lumber posts at approximately 8-ft. on-center spacing around the perimeter.
- Posts shall be set on top of the concrete slab using approved post base hardware (e.g., Simpson Strong-Tie or equivalent anchor bolts set in slab). Posts shall NOT be buried or embedded in the ground.
- All post bases, hardware, anchor bolts, and connectors shall be hot-dipped galvanized or stainless steel.
- Beam sizing and connections shall meet applicable load requirements; bidder to include proposed structural details with bid.

2.4 Roof System

- Gable-style roof with a 4/12 pitch.
- Rafters sized and spaced 2 ft. on center; engineered for applicable Iowa ground snow load and wind exposure.
- 29-gauge (minimum) ribbed steel sheeting roof panels; color selection subject to City approval.
- 2-ft. overhang on all four sides of the structure.
- Steel soffit and eave detail on all sides.
- Full ridge cap, gable trim, closures, and all related flashing to be installed per manufacturer specifications.

2.5 Steel Liner / Ceiling

- Install steel liner panels at 8-ft. finished ceiling height, covering the full underside of the roof framing.
- Purpose: prevent bird entry and reduce fire risk. No open gaps at eave or ridge that would allow bird access from inside.
- Liner shall be secured to underside of rafters and finished cleanly at perimeter.

2.6 Walls / Windbreak

- Full-height windbreak walls required on the north side and west side of the shelter.
- Wall cladding shall consist of steel panel on both the exterior and interior faces, providing a fully finished appearance on both sides of each wall.
- South and east sides: open to maintain sightlines. Bidder to include a wall layout plan/sketch with bid submission.
- All wall framing shall be designed to allow future enclosure of open bays without major structural modification.

2.7 Electrical

- Coordinate with the City regarding tie-in to existing underground electrical infrastructure near the spray pad.
- Provide rough-in conduit and wiring for overhead shelter lighting adequate for evening use.
- Minimum: (2) duplex GFCI electrical outlets (weatherproof covers) and lighting fixtures as specified or approved by City.
- All electrical work to comply with the current National Electrical Code (NEC) and applicable local code.
- Contractor to include electrical subcontractor license information with bid if electrical work is subcontracted.

2.8 Future Expansion Provisions

- The structural design shall accommodate the possible future addition of enclosed walls on the open sides without requiring replacement of the primary frame.
- The design shall also accommodate for a possible future bathroom/restroom addition on one side of the structure (City to designate preferred location).
- Bidder shall describe in their proposal how the submitted design addresses these future expansion requirements.

2.9 Permits, Cleanup & Site Restoration

- Contractor is responsible for obtaining all required building permits prior to construction.
- All construction debris, scrap material, and waste shall be removed from the site.
- Upon project completion, the site shall be graded, seeded (if disturbed), and restored to original or better condition.
- Final walkthrough and punch list completion required with City representative before final payment is released.

SECTION 3 — SPECIFICATIONS SUMMARY

APPROVED CONSTRUCTION SPECIFICATIONS	
Structure Type	Open-air post-and-beam shelter house
Footprint	30 ft. × 30 ft. (900 sq. ft.) — exact dimensions subject to setback and visibility compliance
Foundation / Slab	Reinforced concrete slab-on-grade, approximately 5.5 inches thick; auger holes required per engineering
Post Setting	Posts set on top of concrete slab (NOT buried). Post-and-beam footing system (e.g., Bigfoot or equivalent); posts shall not be embedded in ground
Posts	6×6 treated lumber; spaced approximately 8 ft. on center around perimeter
Roof Style	Gable roof
Roof Pitch	4/12
Roof Material	29-gauge (minimum) ribbed steel sheeting; color to be approved by City
Overhang	2-ft. overhang on all four sides
Soffit & Fascia	Steel soffit and eaves throughout
Rafters	2 ft. on center; sized and engineered for applicable Iowa snow and wind loads
Ceiling / Liner	Steel liner panel at 8 ft. ceiling height; full coverage to discourage bird entry and reduce fire risk
Ridge & Trim	Ridge cap, gable trim, closures, and all related flashing included
Walls	Partial walls required on north and west sides (full height) to serve as windbreak. Remaining sides to remain open or partially open to maintain sightlines to adjacent park amenities (spray pad, pickleball courts, playground). Bidder shall include wall layout drawing with bid.
Electrical	Rough-in and wiring for overhead lighting; tie-in to be coordinated with City (existing underground infrastructure at spray pad area). Minimum: (2) duplex outlets and adequate lighting fixtures for evening use. All electrical work to meet NEC and local code.
Hardware & Fasteners	All hardware, bolts, anchor plates, and connectors to be galvanized or stainless steel
Future Expansion	Design shall accommodate future addition of: enclosed walls, restroom/bathroom facility. Bidder shall note in proposal how design allows for these additions without major structural modification.
Setbacks & Visibility	Contractor responsible for confirming all applicable setbacks and ensuring the structure does not impede traffic sightlines. City will provide site location staking.
Permits	Contractor responsible for obtaining all required building permits. Costs to be included in bid price.
Site Restoration	Final grading, cleanup, and site restoration to original or better condition upon project completion.

SECTION 4 — BID SUBMISSION REQUIREMENTS

All bids must be submitted as sealed bids and shall include the following:

- Completed Bid Form, signed by an authorized representative.
- Current Certificate of Insurance.
- Copy of contractor's current Iowa contractor license.
- List of any comparable completed projects (shelter, agricultural, or similar post-frame construction) with owner contact information.
- Wall layout plan or sketch showing proposed wall placement on north, west, south, and east sides.
- Description of how the proposed design accommodates future wall enclosure and restroom addition.
- Proposed construction schedule with anticipated start date and completion date (must be on or before October 15, 2026).
- Name and license information for any proposed subcontractors (especially electrical).

SECTION 5 — INSURANCE REQUIREMENTS

Prior to commencement of work, the contractor shall provide a Certificate of Insurance evidencing the following minimum coverages, with the City of Pocahontas, Iowa listed as an Additional Insured:

- Commercial General Liability: \$1,000,000 per occurrence / \$2,000,000 aggregate
- Workers' Compensation: Statutory limits per Iowa law
- Automobile Liability: \$1,000,000 combined single limit
- Umbrella / Excess Liability: \$1,000,000 (recommended; City may require)

SECTION 6 — GENERAL CONDITIONS

- The City of Pocahontas reserves the right to reject any and all bids, to waive informalities or irregularities in any bid, and to accept the bid deemed to be in the best interest of the City.
- The City reserves the right to request clarification or additional information from any bidder before making an award decision.
- The successful bidder will be required to execute a written contract with the City of Pocahontas prior to commencing work.
- Payment will be made upon satisfactory completion of the project and acceptance by the City. The City may withhold retainage until final acceptance and punch list completion.
- All work shall comply with applicable federal, state, and local laws, codes, and regulations.
- The contractor shall be responsible for all means, methods, and sequences of construction.
- The contractor shall maintain a safe worksite at all times in accordance with applicable OSHA standards.
- Prevailing wage requirements, if applicable under Iowa law, shall be the responsibility of the contractor to determine and comply with.
- No bid may be withdrawn after the bid deadline without the written consent of the City.

**SUBMISSION
LABEL**

Sealed bids must be clearly labeled on the outside of the envelope: "SEALED BID — Elbert Park Shelter House." Bids received after the deadline will not be accepted. Faxed or emailed bids will not be accepted.

SECTION 7 — BID FORM**TO: City of Pocahontas, Iowa**

The undersigned, having carefully examined the Invitation for Bids, site conditions, and all project specifications, hereby proposes to furnish all labor, materials, equipment, permits, and supervision necessary to complete the Shelter House Construction project in strict accordance with these specifications, for the following price(s):

BID PRICE SCHEDULE	
BASE BID — Complete shelter per all specifications above	\$ _____
ADD ALTERNATE A — Full enclosure of south and east walls (materials & labor)	\$ _____
ADD ALTERNATE B — Rough-in plumbing for future restroom addition	\$ _____
TOTAL BID	\$ _____

Bid prices shall remain valid for ninety (90) days from the bid deadline date.

The undersigned acknowledges receipt of all documents associated with this Invitation for Bids and agrees to complete the work in accordance with all specifications contained herein.

Bidder Information

Company / Contractor Name

Mailing Address

Authorized Signature

City, State, ZIP

Printed Name and Title

Phone Number

Iowa Contractor License Number

Date

Published: June 2026