

NOTICE TO BIDDERS

City of Council Bluffs
Department of Public Works
209 Pearl Street
Council Bluffs, Iowa 51503

Project: *Council Bluffs City Hall
North AHU Replacement
City of Council Bluffs, Iowa
City Project No. FY19-18*

Sealed bids will be received in the 209 Pearl Street office of the Purchasing Officer until 10:00 a.m. on February 12, 2019 for all work set forth in the plans, specifications, and proposals for the above mentioned project. Bids will be opened and publicly read immediately following the filing deadline in the Purchasing Officer's office of City Hall.

A mandatory pre-bid walk through of the project is 10:00 a.m. January 29, 2019 at the project site:

City Hall, Office L-7B
209 Pearl St.
Council Bluffs, IA 51503

MAJOR ITEMS OF WORK for this project include the following:

The Air Handling Unit (AHU) replacement project is located at the Basement and Boiler Level of the Council Bluffs City Hall 209 Pearl Street, Council Bluffs, Iowa. The Base Bid project includes replacing the north AHU located in a room at the Boiler Level of the facility. This unit has a steam heating coil and DX cooling coil using R-22 refrigerant. Additional work includes revisions to the Basement Level ductwork system and a DDC temperature control system to operate the system.

An Alternate Bid will include installing a new heat pump unit (R-410A) instead of connecting to the building refrigeration system.

The project will be awarded based off of the base bid lump sum.

The facility is occupied Monday through Friday 7:30 a.m. – 5:00 p.m. Most of the work can be completed during these hours. If there is excessive noise generated as part of this project, that work will have to be scheduled outside of these hours. There will be another project which includes installation of new walls and ceilings being completed at the same time as this project. This Contractor will be required to coordinate installation of the ductwork with the other Contractors.

Bidding documents, including construction drawings, are placed in the Office of the Purchasing Officer for examination. Copies of the Bid Documents may be viewed and/or obtained from A&D Technical Supply Company, Inc., www.adtechplans.com, 4320 South 89th Street, Omaha, Nebraska, 402-592-4950 upon a deposit of \$25.00 (two sets per planholder/bidder, per deposit)

payable to Engineering Technologies, Inc. plus an additional amount as determined by A&D Technical Supply Company Inc. for shipping and handling. Interested bidders should contact A&D Technical Supply Company Inc. to request plans and to check on availability.

Refundable deposit checks may be cashed and the funds held by Engineering Technologies, Inc. Planholders seeking a refund shall return contract documents in a reusable condition to A&D Technical Supply Company Inc. within 14 calendar days from the City Council award of the project. Refund checks will be provided by Engineering Technologies, Inc. If the contract documents are not returned in a timely manner, and in a reusable condition, the deposit shall be forfeited. Shipping and handling costs are not refundable.

Each bidder's proposal shall include a list of at least three (3) projects completed in the last five (5) years. These projects shall be similar in contract amount and scope of work to the proposed project. Bidders shall also submit with their bid the phone numbers and the names of contact persons for each of the similar projects listed.

Each proposal shall be accompanied by a certified check, bid bond by a surety company registered to do business in the State of Iowa, or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States in the amount of ten percent (10%) of the total bid price and made payable to the City of Council Bluffs.

Failure to submit a fully completed Bidder Status Form with the bid may result in the bid being deemed nonresponsive and rejected.

No bidder may withdraw their proposal within 60 days after the bid opening.

The successful bidder will be required to furnish satisfactory performance and payment bonds in the amount of one-hundred percent (100%) of the total bid price, a certificate of insurance and a certificate of equal employment opportunity and comply with minimum wage provisions as established by the U.S. Department of Labor.

The work under the proposed contract shall be completed as detailed in the Instructions to Bidders. All work is to be completed on or before June 14, 2019. Work to commence within 10 calendar days from the date the Notice to Proceed is issued.

The City of Council Bluffs reserves the right to reject or accept any or all bids and waive any irregularities in the interest of the City.

The City of Council Bluffs pursuant to Iowa Code Sections: 423.3(80) and 423.4 shall issue a purchasing agent authorization letter and an exemption certificate to the Contractor and Subcontractors for this specific project such that Iowa sales tax will not be paid for materials, supplies, and equipment that will be used in the performance of this specific construction project contract.

Respectfully,
Kim Riebe
Purchasing Officer