

DLR Group, inc.  
Architects - Engineers  
1430 Locust Street, Suite 200  
Des Moines, Iowa 50309  
Phone: 515/276-8097

DOCUMENT 001113 - NOTICE TO BIDDERS

NOTICE IS HEREBY GIVEN: Sealed bids will be received by the Board of Directors of the Urbandale Community School District at the District Administration Office, 11152 Aurora Avenue, Urbandale, Iowa 50322, before 2:00 P.M. local Iowa time, according to the designated clock in the Reception Area of the District Administration Office on Thursday, May 3, 2018 for the Urbandale High School – Stage Acoustical Shell project (“Project”). Bids will be publicly opened and read aloud after 2:00 P.M. in the District Administration Office. All in accordance with the plans and specifications now on file and available at the Temporary School Administration Office.

Consideration of the bids received and the award of contracts or other action may be made by the Board of Directors of the Urbandale Community School District upon the proposals received in accordance with the law and the plans and specifications at its meeting to be held at 6:30 P.M. on May 7, 2018, in the Media Center Area of the Urbandale Middle School, 7701 Aurora Avenue, Urbandale, Iowa 50322.

Project consists of the construction and installation of a stage acoustical shell on the existing Urbandale High School Performing Arts Stage. The work includes all General, Mechanical, and Electrical Work.

Work on the Project shall commence as soon as possible after award of the Contract and is currently scheduled for a substantial completion on or before September 21, 2018, with Final Acceptance to be no later than sixty (60) days after substantial completion.

Bids must be a lump sum basis for a single Combined Construction Contract as described in the specifications.

Bidding Documents may be examined after April 10, 2018 at the office of DLR Group inc., the Architect-Engineer, 1430 Locust Street, Suite 200, Des Moines, Iowa 50309, and on the Web at the Printer’s On-line Plan Room, and at the following exchanges:

Bid Clerk, 28 N. Clark Street, Suite 450, Chicago, IL 60602 (Electronic Set)  
Builders Association of Missouri, 1907 Pennsylvania Dr., Columbia, MO 65202  
Builders Association of Missouri, 632 West 39th Street, Kansas City, Missouri 64111  
CMD Group, 30 Technology Pkwy S., Suite 500, Norcross, GA 30092 (Electronic Set)  
ePLAN, 3806 Buttonwood Drive, Suite 106, Columbia, MO 65201 (Electronic Set)  
Lincoln Builder’s Bureau, 5910 S. 58<sup>th</sup> St., Suite C, Lincoln, NE 68516 (Electronic Set)  
Master Builders of Iowa, 221 Park St., Des Moines, IA 50303 (Electronic Set)  
McGraw Hill Construction Dodge, 4300 Beltway Place, Suite 180, Arlington, TX 76018 (Electronic Set)  
Mid America Minority Business Development Council, 777 Admiral Blvd., Kansas City, MO 64106

Bidders may obtain Bidding Documents at the office of the Printer, Action Reprographics, 5037 NE 14th Street, Des Moines, Iowa 50313, by calling 515-288-2146 or through their On-line Plan Room from 8:00 AM until 5:00 PM, Monday through Friday, in accord with the Instructions to Bidders, upon depositing the sum of fifty dollars (\$50.00) for each set of the documents. Checks shall be made out to DLR Group. The entire deposit will be refunded within fourteen (14) days after the award of the Project upon the return of the Documents, in reusable condition, to Action Reprographics. If shipping is required, there will be a non-refundable fee required for each set shipped. The cost shall be determined by Action Reprographics based on the size of the project. Checks for shipping shall be made out to Action Reprographics.

Members of Associated Builders and Contractors of Iowa may obtain Bidding Documents by use of the non-cash security method adopted by the ABC of Iowa.

Members of Master Builders of Iowa may obtain Bidding Documents by use of the non-cash security method adopted by the Master Builders of Iowa, Inc.

Bids must be submitted on the approved bid form available in the Bidding Documents. No oral, facsimile, electronic or telephonic bids or modifications will be considered.

Each Bidder shall accompany its bid with bid security in a separate, sealed envelope 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 provide bonds and proof of insurance as specified herein. The Bidder's security shall be in an amount equal to five percent (5%) of the amount of the bid 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 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 Board of Directors for the Urbandale Community School District. The bid shall contain no condition except as provided in the specifications. Bid security shall be made payable to Urbandale Community School District.

The successful Bidder will be required to furnish within ten (10) days of the award proof of insurance as required by the Bid Documents and a Performance Bond and Labor and Material Payment Bond both in an amount equal to 100% of the Contract Price and in accordance with other requirements outlined in the Bid Documents.

Should the successful bidder fail or neglect to furnish proof of required insurance, satisfactory performance/payment bonds, refuse to enter into a Contract on the basis of the bid, or fail to meet the requirements of this Notice and the specifications regulating the award, the bidder's security may be retained as liquidated damages. No bidder may withdraw its bid for a period of sixty (60) calendar days after the date and hour set for opening of bids.

The Board of Directors may make the contract award to the lowest responsive, responsible bidder meeting specifications. The right is reserved to reject any or all bids, or any part thereof, and to waive informalities as allowed by law, and to enter into such contract or contracts as shall be deemed in the best interests of the Urbandale Community School District.

Minority and Targeted Small Business participation is encouraged. Bidders shall make a good faith documented effort to encourage the participation of Certified Iowa Targeted Small Business in accordance with the Code of Iowa.

By virtue of statutory authority, a preference will be given to products and provisions grown and/or 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 Bidder Status Form as outlined in the Instruction to Bidders with the bid may result in the bid being deemed nonresponsive and rejected.

All bids will be governed by applicable provisions in the Iowa Code and Urbandale Community School Board Policies.

Secretary  
Board of Directors  
Urbandale Community School District  
Urbandale, Iowa

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