

**SECTION 00 1113 - ADVERTISEMENT FOR BIDS**

**FROM:**

**1.01 THE OWNER (HEREINAFTER REFERRED TO AS OWNER):**

- A. Polk County Board of Supervisors
- B. 111 Court Avenue
- C. Des Moines, Iowa 50309

**1.02 AND THE ARCHITECT (HEREINAFTER REFERRED TO AS ARCHITECT):**

- A. OPN Architects, Inc.
- B. 100 Court Avenue, Suite 100
- C. Des Moines, Iowa 50309

**1.03 TO: POTENTIAL BIDDERS**

- A. On behalf of the Polk County Board of Supervisors, sealed bids will be received by the Polk County Department of General Services, Purchasing Division, Room 365, Polk County Administrative Office Building, 111 Court Avenue, Des Moines, Iowa 50309, until 2:00pm CST on April 30, 2014.

**POLK COUNTY COURTHOUSE EXTERIOR RESTORATION**

Architect Project #13.8500.00

Polk County Bid #463-1314

- B. Bids will be opened and read aloud at approximately 2:05 pm CST on April 30, 2014 in Room 120 at the Polk County Administrative Office Building, 111 Court Avenue, Des Moines, Iowa 50309.
- C. The bids are for a single Prime Contract (general and electrical combined) for the restoration and new lighting work. Bids shall be on a lump sum basis; segregated sub-bids will not be accepted.
- D. Award of Contract is anticipated on or about May 6, 2014. Work is anticipated to commence immediately following Award of Contract and be completed by October 31, 2014, in one phase or October 31, 2015 if completed in two phases (contractors option).
- E. A mandatory pre-bid conference is scheduled for April 15, 2014 at 11:00 am CST in Room 120 at the Polk County Administrative Office Building, 111 Court Avenue, Des Moines, Iowa 50309. Person or Persons authorized to sign contracts on behalf of the Bidder shall be required to attend.
- F. Interested General Contract bidders are required to submit a quality assurance questionnaire prior to submission of bids.
  - 1. Polk County General Contractor Quality Assurance Questionnaires will be received by the Polk County Department of General Services, Purchasing Division, Room 365, Polk County Administrative Office Building, 111 Court Avenue, Des Moines, Iowa 50309, until 2:00pm CST on April 21, 2014.
  - 2. Refer to Section 00 4000 Procurement Forms and Supplements for Quality Assurance Questionnaire form.
- G. Interested Stone and Masonry Restoration bidders are required to prequalify to the requirements described in Document 00 2214 - Supplemental Instructions to Bidders.
- H. Bidders and Sub-bidders requiring interpretation of the bidding documents shall make a written request which shall reach the Architect by 5:00pm local time seven days prior to the date for receipt of Bids.
- I. Bidders for the General Contract may obtain a maximum of two printed copies of the Bidding Documents by contacting Beeline + Blue, Des Moines, IA, Ph. 515-244-1611 and depositing the sum of \$100.00 [written to OPN Architects] or a MBI Plan Deposit card for each set of documents. Sub-bidders may obtain a maximum of one copy on the same basis.

1. If applicable, contractors and sub-bidders shall pay Beeline + Blue for associated shipping cost.
  2. The deposit will be refunded to Bidders who return the Bidding Documents in good condition within fourteen days after award of project. The cost of replacement of missing or damaged documents will be deducted from the deposit.
  3. A Bidder receiving a Contract award may retain the Bidding Documents and the Bidder's deposit will be refunded.
- J. Three circulating sets will be available a four-day check out period to sub-bidders by contacting OPN Architects, Ph. 515-309-0722 and depositing the sum of \$100.00 [written to OPN Architects] or a MBI Plan Deposit card for each set of documents. Circulating set deposit shall be refunded when circulating set is returned within the four day check-out period.
1. The deposit will be refunded to Bidders for sets returned within the four day check-out period. The cost of replacement of missing or damaged documents will be deducted from the deposit.
  2. Circulating set deposit will be cashed and set will become the property of the depositor if not returned within the four day check-out period.
- K. Documents may also be viewed at the following plan rooms:
1. Cedar Rapids Construction Update Plan Room, 645 32nd Avenue SW, Cedar Rapids, IA
  2. Des Moines Construction Update Plan Room, 221 Park Street, Des Moines, IA
  3. McGraw Hill Construction Dodge, 474 1st Avenue, Coralville 52241 ph: 319-337-4412
  4. McGraw Hill Construction Dodge, 3875 Elmore Avenue Suite C, Davenport IA 52807 ph: 563-355-1250
  5. McGraw Hill Construction Dodge, 2507 Ingersoll Avenue, Des Moines, IA 50312 ph: 515-223-1046
  6. Waterloo Construction Update Plan Room, 612 Mulberry, Waterloo, IA
- L. Refer to other bidding requirements described in Document 00 2113 - Instructions to Bidders.
- M. Bid security in the amount of 5% of the total bid in the form of certified check, credit union share draft, or surety bond written on an original AIA Document A310, Bid Bond, is required for this project. The successful bidder will be required to provide surety Performance and Payment Bonds in an amount equal to one hundred percent (100%) of the Contract Sum.
- N. The award of the contract shall be made by the Polk County Board of Supervisors to the lowest responsive, responsible bidder offering suitable supplies, equipment and/or service at the lowest price taking into consideration the quality of materials or service in the best interest of the Owner. The right is reserved to reject any and all bids, or any part thereof, and to waive informalities, and to enter into such contract or contracts as shall be deemed in the best interest of the Owner.
- O. Polk County shall not discriminate against or harass any employee or applicant for employment because of race, color, religion, creed, sex, sexual orientation, gender identity, age, national origin, disability, or veteran or military status. Polk County shall take all actions necessary to ensure that the city's employment practices and other personnel actions are administered in an equitable and impartial manner. This includes, but is not limited to: terms and conditions of employment, advertising, recruitment, examinations, selection, promotions, demotions, layoffs, disciplinary action, termination, rates of pay and/or other forms of compensation, benefits, and selection for training.
1. A copy of the Bidder's "Affirmative Action Plan" must be made available to the Polk County upon request.
- P. By virtue of statutory authority, a preference will be given to products and provisions grown and produced within the State of Iowa and to Iowa domestic labor.
- Q. Published upon the request by: Polk County Board of Supervisors.

**END OF ADVERTISEMENT FOR BIDS**