

INVITATION TO BID

SECTION 00 0100

You are invited to submit a bid for the “Sunshine Learning Center – Interior Remodel & Site Improvements” project

100.1 Time and Place for Filing Sealed Proposals

Sealed Bids for the work comprising each improvement as stated below must be filed before 2:00 p.m. on July 25, 2024, in the City of Maquoketa - City Hall, 201 E Pleasant St, Maquoketa, Iowa.

100.2 Time and Placed Sealed Proposals Will be Opened and Considered

Sealed proposals will be opened, and Bids tabulated shortly after 2:00p.m. on July 25, 2024, at City of Maquoketa - City Hall, 201 E Pleasant St, Maquoketa, Iowa, for consideration by the City Council. City of Maquoketa, Iowa, reserves the right to reject any and all Bids.

100.3 Time for Commencement and Completion of Work

Work on the Project will commence within fifteen (15) calendar days after the Notice to Proceed has been issued and shall be fully completed by May 15, 2025.

*It is expected the interior remodel work can start and be completely timely matter. The fully completion date of May 15, 2025, is to allow for the parking lot to be constructed in the Spring of 2025 if needed.

100.4 Bid Security

Each Bidder must accompany its Bid with a Bid security as security that the successful Bidder will enter into a contract for the work Bid upon and will furnish after the award of contract a corporate surety Bond, acceptable to the governmental entity, for the faithful performance of the contract, in an amount equal to one hundred percent of the amount of the contract. The Bid security must be in the amount of ten percent (10%) of the amount of the contract and must be in the form of a cashier's check or certified check drawn on a state-chartered or federally chartered bank, or a certified share draft drawn on a state-chartered or federally chartered credit union, or the Bidder may provide a Bid Bond with corporate surety satisfactory to the governmental entity. The Bid Bond must contain no conditions except as provided in this section.

100.5 Contract Documents

Bidding Documents are on file at the Architect's Office, **951 Main Street, Dubuque, Iowa 52001**; at City of Maquoketa, **201 E. Pleasant Street, Maquoketa, IA 52060**; and ECIA, **7600 Commerce Park, Dubuque, IA 52002** after July 8, 2024.

Bidding documents will be electronically available at the following locations:

- Tri-State Blueprint and Framing;
- ECIA; [www. ECIA.org](http://www.ECIA.org)

Copies of the printed bidding documents may be ordered at Tri-State Blueprint in Dubuque, Iowa, 563-556-3030. Bidders can obtain one (1) set of printed bidding documents for a plan deposit of \$75 per set. The deposit will be refunded to bidders upon return of their complete set(s) of Bidding

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Documents, including any Addenda, properly bound and in good condition to Tri-State Blueprint within 14 calendar days after opening of bids. Cash deposits will not be accepted; MBI plan deposit cards are also an acceptable method for deposit for documents. When shipping /postage is required, there will be a non-refundable fee to cover shipping costs for each set of Bid Documents shipped. **Checks for shipping / postage shall be made payable to Tri-State Blueprint.**

100.6 Preference for Iowa Products and Labor

By virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa statutes.

100.7 Sales Tax

The Bidder should not include State of Iowa sales tax in its Bid. A sales tax exemption certificate will be available for all material purchased in Iowa for incorporation into the Project.

100.8 General Nature of Public Improvement Project

Sunshine Learning Center – Interior Remodel & Site Improvement

Base Bid Estimated Total Cost = \$500,000.00

100.9 Pre-Bid Construction Conference

Each prospective bidder is encouraged to attend the Pre-Bid Construction Conference to be held at 11:00 AM on July 12, 2024, at Sunshine Learning Center, 101 Creslane Dr., Maquoketa, Iowa. Attendance by all prospective bidders is not mandatory but highly recommended.

100.10 Title VI – Non-Discrimination Clause

City of Maquoketa in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, age, or disability in consideration for an award.

On the following date, July 08, 2024 this Notice was posted at the following locations:

1. Tri-State Blueprint and framing/Rapid Reproductions Inc - plan room service.
2. Master Building of Iowa construction lead generating service.
3. ECIA website

This noticed was published in the Maquoketa Sentinel-Press and Telegraph Herald, Dubuque on July 10, 2024.

Federal Labor Standard Contract Provisions and Federal Wage Determinations are applicable to this Work. Said requirements are explained in the Project Specifications. Bidders on the Work will be required to comply with Presidential Executive Order No. 11246, and to comply with the provisions of IEDA CDBG regulations. Federal prevailing wage requirements do apply to this Work.

This project is funded in part by a Community Development Block Grant (CDBG) from the U.S. Department of Housing and Urban Development (HUD) and is being administered by and through the Iowa Economic Development Authority and City of Dubuque. Compliance with all applicable federal, state, and local laws, rules, and regulations is required, including compliance with the applicable Secretary of the Interior's Standards and Guidelines.

Minority and women-owned businesses and small, local, and emerging contractors are encouraged to participate. Bid guarantee in the amount of 5% of the bid amount **must** accompany each bid submitted and shall be in the form of a cashier's check, certified check or bond. This invitation is given and published pursuant to authorization of the City of Maquoketa and the Owners. The City reserves the right to reject any or all bids and to waive any informality or irregularity or to accept any bid which best serves the interest of the Owners. All requested attachments to the bid must be attached as stated within the individual bids.

Section 3

- A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
- B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 75, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 75 regulations.
- C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
- D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 75, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 75. The contractor will not subcontract with any subcontractor where the

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contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 75.

- E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 75 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 75.
- F. Noncompliance with HUD's regulations in 24 CFR part 75 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
- G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

Section 3 Businesses are encouraged to respond to this proposal. A Section 3 business is a business that is:

- 51% owned by Section 3 residents*
- Whose permanent, full-time staff is comprised of at least 30% Section 3 residents*
- Has committed 25% of the dollar amount of its subcontracts to Section 3 businesses
- *A Section 3 resident is defined as a public housing resident or someone with a household income that is less than 80% of the area median income.

Businesses that believe they meet the Section 3 criteria are encouraged to register as a Section 3

Business through HUD's website: <https://portalapps.hud.gov/Sec3BusReg/BRegistry/RegisterBusiness>

END OF SECTION 00 0100