

**INVITATION TO BID****SECTION 00 0100**

You are invited to submit a bid for the “Maquoketa Art Experience Upper Story Apartments” project located at 124 South Main, Maquoketa, Iowa. The project consists of a small building addition for an elevator and renovation of the second floor into four apartment units.

**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 December 22<sup>nd</sup>, 2020 at Jackson County Economic Alliance office, 119 South Main Street, Suite 5, 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 December 22<sup>nd</sup>, 2020, at Jackson County Economic Alliance (JCEA) office, 119 South Main Street, Suite 5, Maquoketa, Iowa, for consideration by the City Council at one of its City Council meetings in January of 2021. City of Maquoketa, Iowa, reserves the right to reject any and all Bids. Due to observing Covid-19 safety protocols the bids will be opened within JCEA office area and viewable through a Zoom meeting starting at 2:05pm. Meeting information is below:

Topic: MAE Bid Opening

Time: Dec 22, 2020 02:05 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/7511502099>

Meeting ID: 751 150 2099

One tap mobile

+13017158592,,7511502099# US (Washington D.C)

+13126266799,,7511502099# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 751 150 2099

Find your local number: <https://us02web.zoom.us/u/kbBMBmFaW>

**100.3 Time for Commencement and Completion of Work**

Work on the Project will commence within twenty (20) calendar days or when weather permits after the Notice to Proceed has been issued and shall be fully completed by August 31, 2021.

## **SECTION 00 0100**

Page 2 of 4

### **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**

Bidders may view and obtain copies of the Bidding Documents from Tri-State Blue Print & Framing Company, 696 Central Avenue, Dubuque, Iowa 52001, 563-556-3030, or [triblue@techiowa.com](mailto:triblue@techiowa.com) upon receipt of AGC, AMC, AMEC, MBI, or NECA card.

Bidding documents will also be available for downloading at the following location:

<https://ecia.org/RFPs.cfm>

- If the site above is used It is the responsibility of the bidders to revisit the site for Addendums and additional documents being included in the Contract Documents prior to submitting the Bid.

### **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**

Maquoketa Art Experience Upper Story Apartments

Base Bid Estimated Total Cost = \$990,000.00

**100.9 Pre-Bid Construction Conference**

Due to Covid-19 concerns and protocol each prospective bidder is encouraged to attend the Pre-Bid Construction Conference on one of the following scheduled times; December 9<sup>th</sup>, 2:00pm – 3:00pm or December 10<sup>th</sup> 2:00pm – 3:00pm to be held at Maquoketa Art Experience, 124 South Main Street, Maquoketa, Iowa. Attendance by all prospective bidders is not mandatory but highly recommended. Due to Covid-19 and social distancing practices this will be treated as more of an “open house” format as a time to visit the building and observe the existing conditions.

**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, December 1<sup>st</sup>, 2020, 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 ftp site: <https://ecia.org/RFPs.cfm>

This noticed to be published in the Maquoketa Sentinel-Press.

**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 135, 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 135 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

## SECTION 00 0100

Page 4 of 4

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 135, 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 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.
- 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 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.
- F. Noncompliance with HUD's regulations in 24 CFR part 135 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**