



IOWA DEPARTMENT OF AGRICULTURE & LAND STEWARDSHIP

Division of Soil Conservation and Water Quality

Cover Page: Pre-Bid Minutes, Questions, Addenda

To:	All plan holders	From:	Tracy Bruun, Contract Manager
Pages:	8, including this cover sheet	Phone:	515-344-6279
Re:	GRU881507A Nutrient Reduction Wetland (Bid 23-01)	Date:	March 8, 2023

Comments:

- There are no Addenda.
- Pre-Bid Meeting Minutes (5 pages)
- Pre-Bid meeting attendance list (1 page)
- Updated plan holders list (1 page)
- Electronic files for grading can be obtained by e-mail by contacting **Dan Jensen with Shive-Hattery at 515-422-5536 or djensen@shive-hattery.com**

- END OF COVER PAGE -

GUNDY COUNTY WETLAND PROJECT
GRU881507A - BID NO. 23-01
PREBID MEETING
March 2, 2023 - 10:00 AM

Introduction:

1. Tracy Bruun, Division of Soil Conservation and Water Quality (Division) opened the meeting and introduced:
 - Mike Bourland, Engineer with Division
 - Dan Jensen, Shive-Hattery 515-422-5536
 - Others: Judith Krebsbach, Wetland Field Specialist; Courtney Myers, NRCS; Faith Luce, Grundy SWCD; Hunter Filloon, Grundy SWCD; and landowner.
2. This wetland project is funded as part of the Water Quality Initiative that is being used to help implement the Iowa Nutrient Reduction Strategy.
3. There are two projects being bid at this time, one in Grundy County and the other in Black Hawk.

Bidder's Qualifications:

All Bidders shall meet the following qualifications:

1. Contractors are required to be registered with the Iowa Division of Labor.
2. Bidders shall, upon request of the Division, submit a statement of Bidder's qualifications including experience, any contracts that are in default, available equipment, personnel, and financial ability to perform the work as outlined in Section 2 of Document BB.

Method of Bidding:

This is a unit price contract and bidders shall submit unit price bids as required for the work items covered by the specifications. Prices shall cover complete work and include all costs incidental thereto unless otherwise indicated. The base bid includes all items **1 through 22**. A separate Document CC was provided with the bid package that is to be used for submitting the bid. Note, Crop damage should be "zero" – pass through.

Any questions that should be considered as part of an addendum must be submitted to us by **March 8, 2023**. The Division will make every attempt to issue any necessary addenda no later than the day after the last date for questions. If an addendum is sent, please make sure to note on Page CC-2 that you have received and acknowledged the addendum.

If work is added to the contract by the Division after the contract execution which is not covered by a bid price set forth in the Proposal and Schedule of Prices (*Document CC*), a Change Order or Contract Amendment will be issued as required. If the additional work requires an extension of the contract completion date(s), a Contract Amendment will be issued.

Submission of Bids and Bid Security:

Bids should be submitted in two sealed envelopes. One envelope should include the Proposal and Schedule of Prices (*Document CC*) that must be signed by a legally authorized representative of the Bidder and notarized. All issued addendum shall be acknowledged as received by the Bidder. Do not submit Plans or Specifications with the bid. If this form is not accurately completed, this shall prevent the reading of that Bidder's bid.

A separate envelope attached (taped) to the front of the envelope containing the bid shall contain the Bid Security or bid bond, which is in the amount of ten percent (10%) of the base bid. It should be noted that the bid number, **Bid 23-01**, and the Bidder's name and address must appear on the exterior *of both envelopes*. If the Bidder elects to use a bid bond, the bidder shall complete Proposal Guarantee Bond (*Document EE*) and include it in the smaller envelope.

All bids are due no later than 3:00:00 PM at the Wallace State Office Building, 502 E. 9th Street, Des Moines, Iowa, Division of Soil Conservation and Water Quality on **Thursday, March 16, 2023**. Bids must be dated and time stamped by a representative of the Division. Bids received after this time will be rejected and returned unopened to the Bidder. Bids for 23-01 will be opened beginning at 3:00 PM on that same day in Conference Room 2 of the Wallace State Office Building.

Bids may be mailed or hand delivered. Visitors are allowed into the Wallace Building, and should contact Tracy Bruun, (515) 344-6279 to be met in the lobby. We ask that you seal envelopes with tape instead of wetting the seal with saliva. If you are mailing a bid, be aware that it can take 2 days for next day deliveries.

Evaluation of bids and award of Construction Contract:

This Gundy County Nutrient Reduction Wetland Project shall be awarded to the lowest responsible responsive bidder as determined by the Division. In evaluating the bids, the Division may consider such factors as alternates, bid price, experience, contracts in default, responsibility of the Bidder, and similar factors in determining which bid it deems to be in the best interest of the Division for the project. In comparing bid prices, the total bids of the various Bidders shall be determined by applying the unit prices bid for each work item against the estimated work item quantities set forth in the *Proposal and Schedule of Prices (Document CC)*.

Bid tabulations for this Gundy County Nutrient Reduction Wetland Project will be prepared the week following the Bid Opening and distributed to all Bidders. Other plan holders or interested parties must request bid tabulations.

Execution of Contract:

1. The party to whom this Gundy County Nutrient Reduction Wetland Project is awarded shall be required to:
 - ✓ execute the Contract;
 - ✓ obtain the appropriate insurance coverage and Performance/Payment Bond;
 - ✓ provide their Iowa Division of Labor Public Registration Number;
 - ✓ and submit the Construction Progress Schedule (Document JJ)within fourteen (14) calendar days from the date of receipt of the Notice-of-Award. In case of failure of the Bidder to execute the Contract, the Division may, at its option, consider the Bidder in default, in which case the bid security accompanying the bid shall become the property of the Division.

2. The Division, within fourteen (14) days of receipt of an acceptable and properly executed Performance/Payment Bond, certification of acceptable insurance coverage, and properly executed Contract; shall sign the Contract and return to such party an executed copy of the Contract. Should the Division not execute the Contract within such period, the Contractor may, by submitting written notice, withdraw the signed Contract. Such notice of withdrawal shall be effective upon receipt of the notice.
3. The Notice-to-Proceed shall be issued within five (5) days of the execution of the Contract by the Division, provided that the Construction Progress Schedule has been accepted by the Division. Should there be additional time required to make adjustments to the Construction Progress Schedule, the time to issue the Notice-to-Proceed may be extended to allow for this. If the Notice-to-Proceed has not been issued within a thirty (30) day period, or within a greater period mutually agreed upon, the Contractor may terminate the Contract without further liability on the part of either party.

Taxes:

Since this is state contract, there is no sales tax for materials purchased. We will be providing a tax exemption certificate to the awarded contractor as indicated in the last page of the appendix of construction contract documents. This should be considered when determining the unit prices submitted in the bid.

Measurement and Payment:

The specifications describing the work to be accomplished under each particular work item, also describe the method to be used in measuring and calculating the payment quantities for each work item set forth in the proposal. Payments will be made on the basis of monthly estimates in amounts equal to ninety-five percent (95%) of the value of work completed. Mobilization will be paid at a percentage of the lump sum bid amount for this item equal to the overall percent complete of the project (less retainage). In preparing monthly estimates, advancement will be made therein for ninety-five percent (95%) of the cost of materials stored on site.

Time of Completion:

The final date for completion of all work except for seeding is set for **November 15, 2023**. The final date for completion of seeding is **December 15, 2023**.

Liquidated Damages:

There are liquidated damages provisions on this project. These damages reflect additional administrative, design, and inspection costs, as well as continued costs to the natural environment. If *all work except for seeding* is not completed by November 15, 2023 absent a No-Fault Extension, the Contractor may be assessed damages in the amount of **\$175 per day**. If the *seeding* is not subsequently completed by December 15, 2023 absent a No-Fault Extension, the Contractor may be assessed damages in the amount of **\$125 per day**.

Questions and Addenda:

Questions concerning interpretation or intent of the Plans and Construction Specifications should be directed to Luke Monat: lmonat@shive-hattery.com with Shive-Hattery and must copy Tracy Bruun: tracy.bruun@iowaagriculture.gov with the Division. All other questions concerning the Contract Documents should be addressed to Tracy Bruun, Division: 515 344-6279 or tracy.bruun@iowaagriculture.gov.

Any oral interpretations given shall be valid only if confirmed by written addendum. All interpretation requests should be addressed in writing and received no later than **3:00 PM March, 8 2023**.

The Division reserves the right to revise or amend the Contract Documents prior to the date set forth for receipt of bids. Such revisions and amendments, if any, shall be announced by an addendum or addenda to the Contract Documents. Copies of such addenda, as may be issued, shall be furnished to all plan holders. Bidders are required to acknowledge receipt of any addenda by listing such addenda in the *Proposal and Schedule of Prices (Document CC)*.

Division Questions/Answers:

No questions asked during or since the meeting.

Engineer's Discussion:

Project Summary

The project includes creating a new water quality treatment wetland constructing a small berm with shallow excavations in the pool area and daylighting existing tile above the normal pool. The wetland construction includes a water control structure and a standard NRCS aluminum toe wall drop structure.

A brief description of each bid item is provided on C001 and the contractor should read through the specifications to make sure there is a clear understanding of each bid item, how measurement and payment will be made, and incidental items associated with the bid items.

The project is located just west of County Highway T-55. The landowner has a field entrance located just north of the site that can be used by the contractor as access. Contractor will need to be careful with tracking onto road. A construction entrance is included as one of the bid items.

If the contractor does not start work until later in the summer, he is responsible for weed control. This will be discussed after the contract is awarded and will be added to the contract as a change order. The landowner indicated that adjacent area will be planted in corn this year. Any crop damage required for construction, especially with daylighting tile, must be kept to a minimum, will have the area measured by the engineer, and will be paid to the landowner by the contractor that will be added as a change order.

Key Discussion Points

1. Project is located within the floodplain and the landowner indicated the stream flows out of bank 1-3 times per year, typically with snowmelt or in the spring. The contractor is responsible for safety and protection of materials and equipment on site and should be aware of the flood risk at the site to plan accordingly.
2. Construction traffic within the CRP boundary should be minimized to the extent possible. The CRP boundary is shown on CD01 and is an approximate 100' buffer from Blackhawk Creek
3. Limited tile exploration was performed but contractor will be responsible for locating and removing tile as shown on the plans.
4. Sand exists under the proposed wetland site and should be avoided. Based on limited test pits, soil layers showed approximately 1' of topsoil followed by approximately 4' of clay loam. Beneath the clay loam a layer of coarse sand with groundwater seeping in rapidly once exposed. The design intent is to leave a suitable liner of clay loam to hold water on the wetland bottom and avoid excavation into the sand. The embankment material should be constructed of the onsite clay loam. Exposed sand would need to be over excavated

- and replaced with suitable liner material if encountered in large quantities. This additional effort for sand overexcavation would be handled as a change order, if required.
5. The plans and bid items indicate the different stripping depths and assumed shrinkage for embankment construction, compaction methods to be used, along with the area to be scarified and recompact.
 6. The landowner is interested in having any unused topsoil stockpiled for his use. This will be discussed and agreed upon between the landowner and contractor during construction.
 7. The awarded contractor will be responsible for submitting material cut sheets, shop drawings, or other information requested by the engineer for approval. Submittals may include but are not limited to concrete mix design, tile materials, CMP materials, rock materials and scale tickets, the aluminum toe wall drop structure, and seed mix.
 8. Shive-Hattery will be on site periodically during construction for observation. This will include minimum weekly site visits during active construction as well as critical installation times for items such as tile, the aluminum toe wall, rip rap placements, and seeding. A final walkover will be required with the engineer and IDALS prior to seeding.
 9. Shive-Hattery will perform construction staking and/or setting of benchmarks for the contractors use. Two staking events and a final as-built survey are expected. Contractor is responsible for coordinating staking needs with the engineer.

Engineer Questions and Answers During Meeting

1. Are CAD Files available?
 - a. Yes, CAD files are available upon request. Files may be requested via email to djensen@shive-hattery.com
2. Is any soil material expected to be needed to be imported to the site?
 - a. No off-site soil is expected to be required and the earthwork is to be balanced on site. If additional earthwork is required due to unforeseen conditions (i.e. sand requiring overexcavation and replacement with clay) the engineer and division will assist with location of a suitable borrow area on site where suitable material can be excavated. This would be negotiated as a change order, if required.
3. Is there a specific start time the is required?
 - a. No, the contractor will have flexibility on the start date that best suits their needs provided they allow enough time to complete the project by the specified completion dates.
4. What is the concrete curing period required before it can be backfilled?
 - a. Concrete specifications can be found in specification section IA-31. Formwork must remain in place for 24-hours and a curing period of 7 days is required prior to backfill. Curing may be done with white curing compound, moist curing, or burlap covering (refer to IA-31).

-----END OF PRE-BID MINUTES---

Pre-Bid Meeting Sign-in Sheet
March 2, 2023 at the Grund Center USDA Service Center
Bid No.: 23-01

Project ID: GRU881507A Nutrient Reduction Wetland

Name	Company/Affiliation	Address	Email	Phone
1 Tracy Bruun	Division	502 E. 9th St., Des Moines IA 50309	tracy.bruun@iowaagriculture.gov	515-344-6279
2 Mike Bourland	Division	502 E. 9th St., Des Moines IA 50309	mike.bourland@iowaagriculture.gov	515-242-6130
3 Steve Henze		25622 200 th Grund Center		319 939 2941
4 Dan Sensen	Shive-Hattery			
5 Judie Krebsbach				
6 Swayde Richardson	Richardson Construction	Unionville, MO 19667 387 th Rd 63565	rkr@rems.net	660 216 2128
7 Joshua Lohr	Lohr Ex		lahr64@gmail.com	563-920-6210
8 Courtney Mays	NRECS			
9 Faith Luce	SWCD			
10 Hunter Filloon	SWCD			
11 Dustin Arends	Arends Excavating	3768 W Airline Hwy, Wadena	dustinarends10@gmail.com	319-269-4990
12 Brett Schipper	McDowell and Sons		brett@mcdoowellandsons.com	641-640-2216

Plan Holders List for Bid:

23-01 GRU881507A

23-01	Name	Company	Street Address	City	State	Zip code	Phone	Email
X	Aaron Crane	Aaron Crane Construction LLC	1833 120th St	Manchester	IA	52057	563-920-1250	arcrane1250@gmail.com
X	Jeremy Cole	Cole Excavating, LLC	122 N. 2nd Street, P.O. Box 617	Greene	IA	50636	641-823-4700	coleexc74@gmail.com
X	David Ryan	David Ryan Construction	3566 236th Avenue	Decorah	IA	52101	563-380-1365	davidryanconst@gmail.com
X	Josh Lahr	Lahr Excavating	2943 140th Ave	Ryan	IA	52330	563-920-6210	lahr64@gmail.com
X	Matt Bohlen	Peterson Contractors Inc.	104 Blackhawk Street	Reinbeck	IA	50669	319-245-2713 x217	matt@pcius.com
x	Dan Jensen	Shive-Hattery		West Des Moines	IA			djensen@shive-hattery.com
x	Luke Monat	Shive-Hattery		West Des Moines	IA			lmonat@shive-hattery.com
x	Swayde Richardson	Richardson Construction	18667 387th RD	Unionville	MO	63565	660-216-2128	rkr@nemri.net
x	Dustin Arends	Arends Excavating	3768 W. Airline Hwy	Waterloo	IA		319-269-4790	dustinarends10@gmail.com
x	Brett Schipper	McDowell & Sons Contractors, Inc.					641-640-2216	brett@mcdowellandsons.com