



**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, Division
Pages:	8 pages, including this cover sheet	Phone:	515-344-6279
Re:	Gru881728C Nutrient Reduction Wetland (Bid 24-05)	Date:	July 24, 2024

Comments:

- Addendum No. 1 (1 page)
- Pre-Bid Meeting Minutes (4 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 Jeff Lutz with NRCS at 319-349-5380 or jeff.lutz2@usda.gov.

- END OF COVER PAGE -



July 24, 2024

Division of Soil Conservation and Water Quality
502 East 9th Street
Des Moines, IA 50319

TO: Prospective Bidders

Subject: **Addendum No. 1** to Bid Documents
Gru881728C Nutrient Reduction Wetland Project – Bid No. 24-05
Grundy County, Iowa

This addendum forms a part of the bidding contract documents and modifies the original bidding documents dated July 2024. This addendum must be acknowledged on Page CC-2. **FAILURE TO DO SO WILL SUBJECT BIDDER TO DISQUALIFICATION.**

Description:

SPECIFICATION CS-008 4.B.1

Add the following paragraphs to the end of this section:

3. **Subsidiary Item: Field Entrance Installation**
This item shall include all labor, materials, equipment, and Iowa One Call notifications to install a culvert and field entrance just north of the easement on the east side of J Avenue. The permit application will be completed by IDALS. The culvert shall be 12 gage galvanized steel with a minimum diameter of 18 inches and 40 feet in length. Fill material can be used on site. The fill above the culvert must have a minimum top width of 24 feet, a minimum cover of 2 feet and no steeper than 2:1 side slopes on each end.
4. **Subsidiary Item: Site Clearing**
The lower portion of the wetland outlet and channel will require some clearing. Any trees in this area must be cut down prior to April 1. Cleared material shall be stockpiled and burned with any remaining waste buried outside of structural areas.

Sincerely,

Michael L. Bourland, P.E.
Water Resources Bureau

MLB

End of Addendum No. 1

GRUNDY COUNTY WETLAND PROJECT
GRU881728C - BID NO. 24-05
PREBID MEETING
July 15, 2024 – 9:00 AM

Introduction:

1. Tracy Bruun, Division of Soil Conservation and Water Quality (Division) opened the meeting and introduced:
 - Mike Bourland, Engineer with Division
 - USDA-NRCS, Jeff Lutz
 - Others: See sign-in sheet

3. Two projects are being bid at this time, including this one, the other is in Bremer County.

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 24**. A separate Document CC was provided with the bid package that is to be used for submitting the bid.

If work is added to the contract by the Division after the contract execution which is not covered by a bid price outlined 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 addenda 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 24-05**, 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 the Proposal Guarantee Bond (*Document EE*) and include it in the smaller envelope.

All bids are due no later than 3:00 PM at the Wallace State Office Building, 502 E. 9th Street, Des Moines, Iowa, Division of Soil Conservation and Water Quality on Gru881728C, **August 1, 2024**. 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 24-05 will be opened beginning at 3:20 PM on that same day. Signs will be posted for room location within the Wallace Building. Call in number is 1-877-304-9269 Access Code 519321

Bids may be mailed, or hand-delivered. Contact Tracy Bruun, (515) 344-6279 to be met in the lobby. If you are mailing a bid, be aware that it can take 2 days for next-day deliveries. It is recommended that you send an email letting Tracy know it is coming via mail. tracy.bruun@iowaagriculture.gov

Evaluation of bids and award of Construction Contract:

This Bremer 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 outlined in the *Proposal and Schedule of Prices (Document CC)*.

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

Execution of Contract:

1. The party to whom this Bremer 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 a state contract, there is no sales tax for materials purchased. We will be providing a tax exemption certificate to the awarded contractor as indicated on 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 based on 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 **June 1, 2025**. The final date for completion of seeding is **June 30, 2025**.

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 June 1, 2025, 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 June 30, 2025, 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 Jeff Lutz, JeffLutz2@usda.gov, USDA-NRCS, 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 questions that should be considered as part of an addendum must be submitted to us in writing by **July 22, 2024**. 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.

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)*.

Engineer's Discussion:**Project Summary**

The project includes creating a new water quality treatment wetland within an existing draw. Grading is required to establish a grassed waterway extending to the wetland which has the primary outlet consisting of a tied-concrete mat that transitions to channel flowing to an existing creek. Incoming tile will be redirected into the wetland above the normal pool elevation. A description of each bid item is provided in the specifications - how measurement and payment will be made, and incidental items associated with the bid items. The contractor should carefully review the details on the plans for the tied-concrete mat for installation details if they have not used this before.

The project has been designed by Jeff Lutz with NRCS, who will also be on-site for observations during construction. Jeff will provide stakes or control points for the contractor to use for grading.

The project is located just east of J Avenue about two miles east of Holland, Iowa. A new field entrance on the north side of the project will be required. The Secondary Road permit will be obtained by IDALS-DSCWQ once the bidding is complete. The Contractor will need to coordinate as needed with the landowner and the County for installation. The new field entrance will need to be installed before other work can be completed for this project.

The landowner planted the area within the easement with a cover crop this year so work can be initiated as soon as the contract is executed. Some of the tile work will be done outside the easement area. Any crop damage area will be measured and paid out to the contractor as a change order to be passed along to the owner. IDALS will determine the rate and provide payment information to the contractor.

The earthwork quantities provided on the plans and bid sheet does not include shrinkage. It is anticipated that the amount of cut and fill required will balance on site. Any excess material will be disposed of on-site in consultation with the engineer. The contractor is responsible for water control during construction. All rock encountered during construction can be kept and used in area of the project requiring rock.

Key Discussion Points

1. Water entering the site will be intercepted with a blind inlet with connecting tile that flows downstream into the planned wetland.
2. A parabolic grassed waterway with three rock check dams will pass water to the wetland that is not caught by the blind inlet. The grassed waterway is to be seeded prior to placement of the manufactured mulch blanket.
3. A diversion channel is included on the upper end of the project on the east side of the grassed waterway that will direct water to the grassed waterway.
4. A sub-intercepting tile and main intercepting tile are planned on each side of the wetland. Please note the sizes and whether they are perforated or non-perforated as provided on the plans. These and are intended to connect to existing pattern tile and then outlet into the grassed waterway that flows into the wetland. Some of the tile installation will require mounding of soil to provide adequate cover.
5. The main outlet for the wetland consists of a tied-concrete mats chute that transitions to a waterway. The details are provided on Sheets 10 and 11. Take note of the overlap, underlayment, and anchoring details. This area is to be seeded prior to the mat placement.
6. The dike requires a core trench. Dewatering will likely be needed to be able to place clay material and obtain the needed compaction.
7. A water control structure and outlet pipes are included with this project with the details provided on Sheet 24 and 25. Please note the anti-seep collars are incidental. Care will need to be taken for placement of the geotextile under the tied-concrete mat where the outlet tile extends through the tied-concrete mat.
8. A trapezoidal grassed waterway with several rock check dams is to be constructed below the wetland outlet to an existing creek. This waterway will also receive a manufactured mulch blanket, which should be seeded prior to its placement. Work in portions of this will require clearing close to the creek. This should be considered incidental and included in the cost for mobilization. All clearing should be completed prior to April 1.
9. A sign will be provided by IDALS that is to be installed as part of the mobilization.

Pre-Bid Meeting Sign-in Sheet
July 15, 2024 at the USDA Grundy County Service Center
Bid No.: 24-05
Project ID: Gru881728C 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	Fred Abels	landowner		FarmerFred1981@hotmail.com	319-640-2002
4	Jeff Lutz	NRCS, Engineering tech	1510 3rd St SW Waverly IA	jeff.lutz2@usda.gov	319-349-5380
5	Shane Wulff	Division	502 E. 9th St., Des Moines IA 50309	shane.wulf@iowaagriculture.gov	515-322-7662
6	Tethan Meyer	IDALS	805 W 4th ST Grundy Center	ethan.meyer@ia.nacdnet.net	
7	Hunter Filloon	NRCS, SCT	805 W 4th ST Grundy Center	hunter.filloon@usda.gov	
8	Don Davidson	IA Drainage District, WFS	18711 250th ST Grundy Center	davidson@gcmuni.net	319-239-6714
9	Courtney Myers	NRCS, DC	805 W 4th ST Grundy Center	courtney.myers@usda.gov	319-824-3634
10	Braxton Rottinghaus	PCI	104 Blackhawk St Reinbeck IA 50669	braxtonr@pci.us.com	319-560-9845

Plan Holders List for Bid # 24-05 Project ID Gru881728C

24-05	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	Cole Anderson	Anderson Drainage & Excavation	1949 Georgia Ave	Rutland	IA	50528	515-890-1743	coleander10@gmail.com
X	Cindy Adams	Master Builders of Iowa	221 Park Street	Des Moines	IA	50309	515-288-7339	Cadams@mbi.build
X	Julie Knutson	Master Builders of Iowa	4100 Westwon Pkwy	West Des Moines	IA	50266	712-276-3681	jknudson@mbi.build
X	Samantha Millang	Peterson Contractors Inc.	104 Blackhawk Street	Reinbeck	IA	50669	319-345-2713 x208	sam@pcius.com
X	Derrick Shinn	Boulder Contracting LLC					319-471-3687	derrick@bouldercontracting.net