

**IOWA DEPARTMENT OF NATURAL RESOURCES
SPECIFICATIONS, BID FORM AND AGREEMENT FOR
PURCHASE OF STRUCTURE TO BE REMOVED**

1. OFFICIAL PROPOSAL.

The Iowa Department of Natural Resources seeks to receive bids for the purchase and removal of a House located on state owned real estate in Section 34, Township 81North, Range 25W of the 5th P.M., Polk County, Iowa, designated as Big Creek State Park. The address for the house is [9000 Bridlewood Dr Polk City, IA 50226](#).

Bids will be accepted from individuals, firms or partnerships, or corporations according to the terms and conditions set forth below.

2. INSTRUCTIONS TO BIDDERS.

These instructions set forth the conditions to be complied with and the procedures to be followed by prospective bidders desiring to bid on the purchase and removal of the structure(s) described above.

A. Submission of Bids.

Bidders shall submit their bids on this form, in an envelope plainly marked as to its contents to Iowa Department of Natural Resources, Attn: [Sabryna Gwinn 6200 Park Ave Suite 200 Des Moines, IA 50321](#), **received no later than close of business on September 25th, 2025.**

The amount of the bid and the amount of the bid guarantee must be inserted in the blanks provided in numbered section 4 of this form.

Bids must state the name and address of the bidder and be signed with the bidder's usual signature. Bids by partnerships must state the names of all partners, a business address, and be signed by one of the members of the partnership. Bids by a corporation shall state the legal name of the corporation, a business address, the state of incorporation, and shall be signed by a person authorized to bind the corporation to the bid. Any person signing a bid as an authorized agent may be required to submit satisfactory evidence of their authority to do so.

No bidder shall submit more than one bid for the structures described above.

B. Bid Guarantee.

Each bid shall be accompanied by a certified check drawn on an Iowa bank made payable to the Iowa Department of Natural Resources in the sum of \$500. Checks will be returned to unsuccessful bidders.

C. Opening of Bids.

Bids shall be opened and read aloud at the Iowa Department of Natural Resources office located at [6200 Park Ave Des Moines, IA 50321](#) on **September 26, 2025 at 1:00 P.M.**

D. Acceptance of Bids.

The Iowa Department of Natural Resources reserves the right to reject any or all bids, to waive any informality in any bids or to accept any bid which will best serve the interests of the state of Iowa.

E. Bidder's Examination of the Structure(s).

Prospective bidders should carefully and thoroughly examine the structure(s) they are bidding on. Bidders should make an inspection of the site as well as adjacent areas to determine all obstacles which may be encountered and all conditions under which they will be obligated to work. Failure to make the proper examination will not be accepted as an excuse for any failure or omission on the part of the person contracting to remove the structure(s) or from fulfilling in detail all requirements of this document, nor will it be accepted as a basis for a claim for reduction in the purchase price or for an extension of completion time.

F. Inspection of the structures.

Inspection of the structure(s) may be done **September 8th through the 12th by scheduled appointment. Call Chad Kelchen at 515-371-6018.**

G. Final Payment.

The successful bidder will be notified of bid acceptance and the date they may take possession. The successful bidder shall pay to the Iowa Department of Natural Resources the full amount of the bid within ten (10) days after notification of the bidder's possession date. Failure to comply shall result in the forfeiture of the bidder's certified bid guarantee check.

3. GENERAL PROVISIONS.

The following provisions shall apply to removal operations covered by this agreement.

A. After notification of the acceptance of the bid by the Department of Natural Resources, the risk of loss to the structure(s) shall be the responsibility of the successful bidder. No adjustment of the bid amount shall be allowed after issuance of the notice of acceptance.

B. It shall be the responsibility of the successful bidder to obtain all necessary permits in connection with moving of the structures(s) including a Sovereign Lands Permit.

C. The successful bidder shall indemnify and hold harmless the state of Iowa from any and all injury or damage to persons or property in any way arising out of the work to be performed by that bidder, his contractor, agent or employee.

D. The structure(s) must be **removed no later than February 1, 2026**. The site will be left free of debris and in an orderly fashion. If the structures have not been removed from the site by the specified date, ownership will revert to the state of Iowa and the structure may be disposed of by the state of Iowa.

E. All solid waste result from removal operations must be deposited in a permitted sanitary landfill.

F. No tree removal or trimming will be permitted during the removal process. Care should be taken to avoid damage to existing trees on project site.

4. CERTIFICATION.

I certify that I have read and understand the terms and condition set forth above and agree that upon acceptance of this bid, this document constitutes a contract to complete removal of the structure(s) in compliance with said terms and conditions.

I hereby submit a bid of \$_____ for removal of the structure(s) and agree to complete removal from the premises no later than _____.

I hereby submit a bid guarantee by certified check for \$_____ and understand that if I am the successful bidder, I must remit to the Iowa Department of Natural Resources the entire amount of my bid within ten (10) days after notification of the possession date.

Signature

Title (if a Corporation)

Address: _____

Telephone Number: _____

**Big Creek Ranger Residence w/1-Car Attached Garage
Aerial Plat Building Sketch**

