



# IOWA DEPARTMENT OF AGRICULTURE & LAND STEWARDSHIP

Division of Soil Conservation and Water Quality

Cover Page: Addenda, Pre-Bid Minutes with Q&As, Pre-bid Attendance, Plan Holders List

To:	All plan holders	From:	Tracy Bruun, Division
Pages:	12 pages including Cover Page	Phone:	515-344-6279
Re:	Project ID: Gut813130A Bid No.: 23-06	Date:	September 8, 2023

REVISED 9/11/23

Comments:

- Addendum No. 1 with Attachments 1 and 2 (3 pages)
- Pre-Bid Meeting Minutes with Questions and Answers (6 pages) Revised 9/11/23
- Pre-Bid meeting attendance list (1 page)
- Updated plan holders list (1 page)

- END OF COVER PAGE -



September 7, 2023

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

TO: Prospective Bidders

Subject: **Addendum No. 1** to Bid Documents  
GUT813130A Nutrient Reduction Wetland Project – Bid No. 23-06  
Guthrie County, Iowa

This addendum forms a part of the bidding contract documents and modifies the original bidding documents dated August 2023. An updated bidding form, Document CC– Proposal and Schedule of Prices is attached with the addendum acknowledged. This updated bidding form must be used for 23-06 and all bidders must acknowledge this addendum on Page CC-2. **FAILURE TO DO SO WILL SUBJECT BIDDER TO DISQUALIFICATION.**

**Description:**

**DOCUMENT AA– NOTICE TO BIDDERS**

- The “Notice to Bidders”, Document AA, has been modified as follows:
  - Sealed bids submission deadline is being extended to 3:00 PM, September 14, 2023.
  - Bid Opening date is being extended to 3:15 PM, September 14, 2023.

**DOCUMENT CC– PROPOSAL AND SCHEDULE OF PRICES, 23-06** (See Attachment No.1)

- The “Notice to Bidders”, Document AA, has been modified as follows:
  - Sealed bids submission deadline is being extended to 3:00 PM, September 14, 2023.
  - Bid Opening date is being extended to 3:15 PM, September 14, 2023.
- The table on CC-1, the Specified Completion dates are extended as follows (See Attachment No. 1):
  - All work except seeding extended to November 1, 2024.
  - Seeding extended to December 15, 2024.

**Specification IA-6 – Seeding and Mulching for Protective Cover – 5.B.3** (See Attachment No. 2)

- Bid Item #3 – Switch Grass seeding is modified as follows: The fertilizer and mulch requirement have been removed. In addition, the seeding windows have been modified as shown in Attachment No. 2.

Sincerely,

Sara Smith, P.E.  
Water Resources Bureau

SS

Attachment No. 1 – Updated Document CC  
Attachment No. 2 – Updated Specification IA-6, 5.B.3, for Bid Item #3 Switch Grass seeding

End of Addendum No. 1

**ATTACHMENT No. 1**

Document CC (Page CC-1) is amended as follows:

Time and Date for Bid Submissions: 3:00 PM, September 14, 2023  
 Wallace State Office Building  
 502 East 9<sup>th</sup> Street  
 Iowa Department of Agriculture and Land Stewardship  
 Division of Soil Conservation and Water Quality-Water Resources Bureau  
 Des Moines, Iowa 50319-0050

Time and Date of Bid Opening: 3:15 PM, September 14, 2023  
 Bid Opening Location: Wallace State Office Building  
 502 East 9<sup>th</sup> Street  
 Des Moines, IA 50319-0050

Bid Opening Teleconference: Call-in number: 1-877-304-9269  
 Access code: 519321

Project Description and Location: Gut813130A Nutrient Reduction Wetland Project  
 Section 30, Township 81 North, Range 31 West  
 Guthrie County, Iowa

**PROPOSAL AND SCHEDULE OF PRICES**

Proposal of \_\_\_\_\_  
 (Name of Bidder)  
 Located at \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
 (Address) (Telephone Number)

Amount of Proposal Guarantee	Description of Work	Specified Completion Date	Liquidated Damages
10% of Base Bid	All Work Except Seeding	November 1, 2024	\$175.00 Per Day
	Seeding	December 15, 2024	\$125.00 Per Day

The undersigned hereby agrees, if awarded the contract, to execute the proposed contract and to furnish satisfactory Performance Bond in an amount not less than one hundred percent (100%) of the contract award within fourteen (14) days from the date when Notice-of-Award is received, and to provide all supervision, labor, materials, and equipment required to complete the project designated above, for the prices hereinafter set forth, in strict compliance with the Contract Documents prepared by the Division.

Further, the parties agree and acknowledge as follows:

- The amount of loss or damages likely to be incurred by Division are uncertain and said loss is incapable or very difficult to quantify and estimate;
- The amount specified for liquidated damages herein bear a reasonable relationship to, and are not plainly or grossly disproportionate to, the probable loss likely to be incurred by Division in connection with any delay on part of the Contractor;

**ATTACHMENT No. 2**

Specification IA-06, 5.B.3. (Page 4 of 5), is amended as follows:

3. Bid Item No. 3 – Switch Grass Seeding

This item will consist of seeding the areas designated on the plans as switch grass seeding within the easement.

All seed must be cleaned and weed free. Seeding rates are expressed in bulk pounds per acre. Seed quality shall not drop below 70% Pure Life Seed (PLS) where  $PLS = (\% \text{ germination} + \% \text{ dormant seed}) \times \% \text{ purity}$ .

Seeding rates are as follows:

Winter Cover- Switch Grass 10 lbs. / acre

Seed shall be applied with a drill and placed at ¼ inch deep.

Seeding shall be completed during the following seeding periods:

Spring	April 1 to July 1
Late Summer	Not recommended
Dormant	November 15 to Freeze-up

If construction is completed during any other time of the year, the seeding shall be performed at the next seeding period.

If seeding is completed during the spring or summer seeding period, a companion crop of oats shall be seeded at a rate of one and one-half bushels per acre. If seeding is completed during the fall seeding period a companion crop of winter wheat shall be seeded at 30lbs/ac.

Measurement and payment will be based on the area successfully seeded calculated to the nearest one-tenth acre.

GUTHRIE COUNTY WETLAND PROJECT  
GUT813130A - BID NO. 23-06  
PREBID MEETING  
August 28, 2023 - 9:30 AM

**Introduction:**

1. Tracy Bruun, Division of Soil Conservation and Water Quality (Division) opened the meeting and introduced:
  - Sara Smith, Engineer with Division; Tracy Bruun Contract Manager with Division
  - Dan Jensen, Engineer with Shive-Hattery
  - Others: Brian Pettiecord, J. Pettiecord Inc; Braxton Rottinghaus, PCI; David Greteman, Landowner; Adam Benner & Kenten Benner, Benner Tiling & Dozing; Matt Danner, Templeton Family Farms, James Wendel, SWCD Commissioner; Jon Judson, Diversity Farms; Cathy Sheeder, IDALS; John Jensen (NRCS) and Caroline Schwartz (NRCS).
2. This wetland project is part of the Water Quality Initiative that is being used to help implement the Iowa Nutrient Reduction Strategy.
3. There are four projects being bid at this time. This one is in Guthrie County and one each in Greene, Butler and Black Hawk Counties. The Butler and Black Hawk projects will post Tuesday, August 29.

**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.

Any questions that should be considered as part of an addendum must be submitted to us by **September 5, 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 23-06**, 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 3:00PM** at the Wallace State Office Building, 502 E. 9<sup>th</sup> Street, Des Moines, Iowa, Division of Soil Conservation and Water Quality on Gut813130A, September 12, 2023, **this has been moved to Sept 14, 2023, see addendum**. 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 23-06 will be opened beginning at 3:15 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 Guthrie 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 Guthrie 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 Guthrie 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 has been extended to **November 1, 2024**. The final date for completion of seeding has been extended to **December 15, 2024**. See Addendum No. 1.

#### **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 originally by May 15, 2024 but has been extended to November 1, 2024 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 originally by June 30, 2024 but has been extended to December 15, 2024, 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 Dan Jensen: [djensen@shive-hattery.com](mailto:djensen@shive-hattery.com) with Shive-Hattery and must copy Tracy Bruun: [tracy.bruun@iowaagriculture.gov](mailto: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](mailto: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 September, 5 2023 (Document AA says September 12, 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)*.

## Engineer's Discussion:

1. Dan Jensen gave an overview of the project plans and specifications:
  - a. Project proposed a constructed wetland of 6.1 AC.
  - b. The main outlet is a sheet pile weir.
  - c. Tile work is based on information from the landowner. Field adjustments may be necessary.
  - d. There will be a Corrugated metal water control structure with stop logs for drawdown and control of water elevation.
  - e. There is a high pressure gas main on the norther side of the project. A permit has been obtained from Northern Natural Gas. The contractor is responsible for understanding and complying with the permit. Contact NNG when work is scheduled for coordination.

Following Dan's presentation of the project, there were some questions from the attendees:

2. Since this project is not being bid during the typical months of February/March, can the completion deadline be extended?

Answer: Please refer to Addendum No. 1, that explains the completion deadlines for the project has been extended to November 1, 2024 for all work except seeding and to December 15, 2024 for seeding.

3. Seeding:
  - a. Seed dates have been updated according to the Iowa Conservation Practice 327 and Critical Area Planting of the Iowa Conservation Practice 342. Specifically – if structure/buffer/switch grass have different seed dates and if frost/dormant seeding can happen over winter (provided there isn't snow cover).

Answer: Please refer to Addendum No. 1, which is modifying the specifications for Bid Item #3 Switch Grass, including modifying the seeding window dates to follow the recommendations of Iowa CP 342 for native grass.



- b. How will seed bed be prepped outside of the grading limits within the easement?

Answer: Refer to Specifications IA-06 (Pages 3 and 4 of 5), with specifications for seedbed preparation and Addendum No. 1.

- c. Can the seeds be broadcasted, instead of drilled?

Answer: Refer to Specifications IA-06 for Bid Items #2, #3 (with Addendum) and #4. With specifications for seed application with a drill. Bid Item #2 allows for broadcasting or hydroseeding, or by hand, in areas that are not accessible to drills or other equipment. The Division must approve this.

- d. There will be brome on embankment and prairie and switchgrass on the buffer. The landowner would like an enhanced mix.

Answer: The bids should follow the specifications and Addendum No. 1. Any upgrade to an enhancement mix must be first reviewed and approved by the Division, and the local NRCS office, prior to seeding. However, if there is a price difference, the landowner will be responsible for that additional cost of the seed.

4. Can the project use an “enhanced” buffer seeding mix?

Answer from IDALS: All seeding mixes to be used for this project must be approved by NRCS first. Enhanced seeding mixes may be allowed, if they meet NRCS specifications and are approved by NRCS and the Division, however, if there is a cost difference, it must be paid by the landowner and the landowner must agree to the cost difference prior to commencing of the seeding.

5. Who will do construction staking?

Answer: Shive-Hattery has surveyed and staked the conservation easement. They will also do the surveying and staking prior or during construction. CAD files are available for bidders and the selected contractor.

6. What type of soils are in the wetland site?

Answer: A geotechnical investigation was conducted on the site and the results have been included in Appendix III “Other documents”.

7. If we encounter bedrock during driving the sheetpile, can the sheetpile be cut?

Answer: Specification IA-013 Sheet Piling, 3 (Page 1 of 3) states: *“Piling shall be driven to the full depth shown on the drawings unless otherwise approved by the engineer.”* If refusal is encountered, coordinate with the engineer. The Division must first review and approve any change of the designed sheet pile length, or any other change to the design.

8. Will there be tree clearing?

Answer: Minor clearing is needed, there is no known “junk” buried on the farm.

9. Will cropland be involved?

Answer: No, except for access.

10. If I win the bid for the first project, can I withdraw their bid for the second project?

Answer from IDALS: Under the “Instructions for Bidders, Document BB”, states *“07 WITHDRAWAL OF BIDS – Bids may be withdrawn any time prior to the scheduled closing time for receipt of bids; but no bid may be withdrawn for a period of thirty (30) calendar days thereafter.”*

- Note that the bids for both projects are due **by 3:00 PM on Thursday September 14, 2023**. Refer to Addendum #1, which has extended the bid opening date for both projects from 3:00 PM September 12, 2023 to **3:00 PM September 14, 2023**.

11. Can we use single wall non perforated tile?

Answer: Per Specifications IA-046, Special Requirements, B,1,a & B Page 4 of 5 the two tile line items are for 8” Dual Wall HDPE and 12” Dual Wall HDPE meeting ASTM 2648. No single wall tile is proposed for this project and cannot be used.

*End of Minutes & Questions & Answers*

**Pre-Bid Meeting Sign-in Sheet**  
**August 28, 2023 at the Guthrie Center USDA Service Center - NRCS Guthrie County**  
**Bid No.: 23-06**  
**Project ID: Gut813130A Nutrient Reduction Wetland**

	<b>Name</b>	<b>Company/Affiliation</b>	<b>Address</b>	<b>Email</b>	<b>Phone</b>
1	Tracy Bruun	Division	502 E. 9th St., Des Moines IA 50309	tracy.bruun@iowaagriculture.gov	515-344-6279
2	Sara Smith	Division	502 E. 9th St., Des Moines IA 50309	sara.smith@iowaagriculture.gov	515-422-7335
3	Dan Jensen	Shive-Hattery		djensen@shive-hattery.com	641-373-1068
4	Brian Pettiecord	J. Pettiecord Inc	1200 Prairie Dr Bonurant IA	Brian@jpettiecord.com	515-577-9569
5	Braxton Rottinghaus	PCI	104 Blackhawk St, Reinbeck IA	braxtonr@pcius.com	319-560-9845
6	David Greteman	Landowner			
7	Adam Benner	Benner Tiling & Dozing	3215 248th Trail Panora IA 50216	bennerxc@gmail.com	641-757-1719
8	Kenton Benner			bennerxs@gmail.com	
9	Matt Danner	Templeton Family Farms	33501 Kittyhawk Ave Templeton	Matt@templetonff.com	712-210-6230
10	James Wendl	SWCD Commissioner	2881 Hwy 84 Panora 50216	agriserv@netins.net	641-757-1007
11	Jon Judson	Diversity Farms IA	25494 320th St Dedham 51440	diversityfarms@iowatelecom.net	712-830-443

Key: Y = on plan holders list, submitted bid; X = on plan holders list, did not submit bid; NP = not on plan holders list, submitted bid

23-06	Name	Company	Street Address	City	State	Zip code	Phone	Email
X	Jean Cornelius	Bedrock Gravel & Concrete Prods					712-676-3752	bedrockconcrete@gmail.com
X	Kenton Benner	Benner Tiling & Dozing						bennerxs@gmail.com
X	Adam Benner	Benner Tiling & Dozing	3215 248th Trail	Panora	IA	50216	641-757-1719	bennerxc@gmail.com
X	Matt Thomas	Better by Design LLC					660-375-1244	mthomas@betterbydesignllc.com
X	Gene Blazek	Blazek Corporation	2005 Union Avenue	Lawler	IA	52154	563-238-7150	blazekcorp@msn.com
X	Julie Knutson	Construction Update Network	4100 Westwon Pkwy	West Des Moines	IA	50266	712-276-3681	jknudson@mbi.build
X	Brent Baskerville	Contech Engineered Solutions LLC	1112 SE Lorenx Dr	Ankeny	IA	50021	515-344-0422	Brent.Baskerville@conteches.com
X	Jon Judson	Diversity Farms, IA	25494 320th St	Dedham	IA	51440	712-830-4143	diversityfarms@iowatelecom.net
X	James Wendl	Guthrie County SWCD Commissioner	2881 Hwy 84	Panora	IA	50216	641-757-1007	agriserv@netins.net
X	John Healy	Healy Excavating	3483 Perkins Avenue	Lakeview	IA	51450	712-830-9179	johnhealy@netins.net
X	Mason Tieskoetter	JB Holland	2092 State Highway 9	Decorah	IA	52101	563-382-2901	mtieskoetter@jbhc.biz
X	Ben Neal	Lakeside Environmental Inc					641-220-3917	ben.neal@lakesideconstruction.net
X	Mike Lanphier	Lanphier Excavating, LLC						lanphierexcavating@gmail.com
X	Bruce Vonnahme	Leroy and Sons, Inc.	405 Dunlap Street	Arcadia	IA	51430	712-790-9956	aaronvohhahme@gmail.com
X	Aaron Vonnahme	Leroy and Sons, Inc.	405 Dunlap Street	Arcadia	IA	51430	712-790-9956	vonateam@netins.net
X	Cindy Adams	Master Builders of Iowa	221 Park Street	Des Moines	IA	50309	515-288-7339	Cadams@mbi.build
X	Jake Schulte	Metal Culverts, inc.					573-636-7312	jacob.schulte@metalculverts.com
X	Brian Whitehead	Neea, Inc.	2407 297th Ave	Sidney	IA	51652	712-828-0444	neeainc7@gmail.com
X	Braxton Rottinghaus	PCI	104 Blackhawk Street	Reinbeck	IA		319-560-9845	braxtonr@pcius.com
X	Matt Bohlen	Peterson Contractors Inc.	104 Blackhawk Street	Reinbeck	IA	50669	319-245-2713 x217	matt@pcius.com
X	Samantha Millang	Peterson Contractors Inc.	104 Blackhawk Street	Reinbeck	IA	50669	319-345-2713 x208	sam@pcius.com
X	Matt	Peterson Contractors Inc.	104 Blackhawk Street	Reinbeck	IA	50669		matt@pcius.com
X	Cory Lamprecht	RP Constructors, LLC	1270 S Derby LN, PO Box 195	North Sioux City	SD	57049	712-389-0772	coryl@rpconstructors.com
X	Matt Danner	Templeton Family Farms	33501 Kittyhawk	Templeton	IA		712-210-6230	matt@templetonff.com
X	Matt Danner	Templeton Family Farms	33501 Kittyhawk Ave	Templeton	IA		712-210-6230	matt@templetonff.com
X	Tine Bockholt	ZipBonds	3737 Woodland Ave, Ste 505	West Des Moines	IA	50266	515-400-1318	tbockholt@zipbonds.com
X	Brian Pettiecord	J. Pettiecord Inc.					515-577-9569	brian@jpettiecord.com