



**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

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Pages: 8 pages including this cover sheet Phone: 515-344-6279

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Re: Buc871015D Nutrient Reduction Wetland (Bid 24-06) Date: October 2, 2024

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Comments:

- NO Addendum
- 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 [djensen@shive-hattery.com](mailto:djensen@shive-hattery.com) or 641-373-1068

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**Introduction:**

1. Tracy Bruun, Division of Soil Conservation and Water Quality (Division) opened the meeting and introduced:
  - Sara Smith, Engineer with Division 515-422-7335 sara.smith@iowaagriculture.gov
  - Dan Jensen, Shive-Hattery 515-223-8104 djensen@shive-hattery.com
  - Dick Sloan, landowner; Mike Webster, IDDA-Wetland Field Specialist; Others:
2. This traditional breakpoint wetland project is part of the Water Quality Initiative that is being used to help implement the Iowa Nutrient Reduction Strategy.
3. This is the only project being bid at this time; however, we anticipate more coming soon.
4. Please review all documents thoroughly and let us know if you have any questions.

**Bidder's Qualifications:**

All Bidders shall meet the following qualifications:

1. Contractors are required to be registered with the Iowa Division of Inspections, Appeals & Licensing. This is a 6-digit number beginning with the letter "C".
2. Bidders shall, upon request of the Division, submit a statement of Bidder's qualifications including
  - experience,
  - contracts that are in default,
  - available equipment,
  - personnel,
  - and financial ability to perform the work as outlined in Section 2 of Doc 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 29**. A separate Document CC was provided with the bid package that is to be used for submitting the bid.

*Double check your math. Do not put anything in for crop damages, this is only a place holder.*

Any questions that should be considered as part of an addendum must be submitted to us by 3:00 PM **October 1, 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.

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, marked Proposal, 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, marked bond, attached (preferably with tape) to the front of the envelope containing the proposal shall contain the Bid Security or bid bond, in the amount of ten percent (10%) of the base bid.

on the exterior of *both envelopes* should be noted:

**Bid 24-06** Proposal or Bond, as applicable

Bidder's name

Address

Phone

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. If you don't use Document EE, make sure the language in the documents you use aligns with Document EE.

**All bids are due no later than 3:00 PM** at the Wallace State Office Building, 502 E. 9<sup>th</sup> Street, Des Moines, Iowa, Division of Soil Conservation and Water Quality on **Buc871015D**, Wednesday, **October 9, 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 24-06 will be opened beginning at 3:10 PM on that same day in Conference Room 2 of the Wallace State Office Building or you may call in at 1-877-304-9269 access code 519321.

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 Buchanan 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 Buchanan 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 Buchanan County Nutrient Reduction Wetland Project is awarded shall be required to:
  - ✓ complete the qualifications and provide their Iowa Dept of Inspections, Appeals & Licensing No.
  
2. Upon submission and approval of qualifications and current Dept of IAL we will issue the Notice of Award. Within fourteen (14) calendar days from the date of receipt of the Notice-of-Award, contractor will
  - ✓ execute the Contract
  - ✓ obtain the appropriate insurance coverage and Performance/Payment Bond
  - ✓ and submit the Construction Progress Schedule (Document JJ)

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.

3. 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.

*To coordinate the pre-construction meeting.*

**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.

**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 Contactor 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**.

**Time of Completion:**

The final date for completion of all work except for seeding is set for **June 1, 2025**; \$175 per day liquidated damages.

The final date for completion of seeding the structure is **May 15, 2025**, and the buffer **June 30, 2025**; \$125 per day liquidated damages.

**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 October, 1 2024**.

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 Clarifications/Discussion:**

1. Contractor should note site access is through the grassed path along the north side of the property and no traffic is permitted through the field. Staging is to be located within the grass or within the easement. No traffic is permitted outside the easement in the crop field.
2. Scarification and re-compaction of the wetland bottom where noted as 18" layer (Bid Item 11) requires removal of an additional 9 inches, scarification of 9 inches, compaction, the placement of the additional 9 inches and compaction. Note that finished grades shown on plans are top of replaced topsoil.
3. CAD files are available upon request, please email [djensen@shive-hattery.com](mailto:djensen@shive-hattery.com) to receive the files.
4. If sand is encountered during excavation, coordinate with the engineer for core out and replacement with clay material. Quantities would be added as a change order.
5. Survey/Staking will be completed by Shive-Hattery. Two staking events and one as-built survey are included. Coordination/notification by the contractor should be at least 48 hours prior to staking being needed.
6. Construction observation of critical aspects of the project must be observed by Shive-hattery and require coordination by the contractor. These include embankment grading, sheet pile installation, concrete grout, tile main installation, and seeding.

**Q&A**

**Q1:** Can you clarify where site stripping should be included in the bid? Is it included with Bid Item 1 or Bid Items 13 and 14?

**A1:** The cost for site stripping including topsoil should be included in Bid Item 1. Topsoil replacement/respread is included in Bid Items 13 and 14.

**Q2:** Is the quantity of site stripping assumed to be equal to the sum of the Bid Items 13 and 14 quantities?

**A2:** Yes, it is reasonable to assume that the site should include a stripping quantity of 8,570 CY and the price of that stripping is included with Bid Item 1.

**Q3:** Is the intent to bid the “excavation/cut” into each Earthfill bid item?

**A3:** Yes, the excavation required for borrow material to be used for various earthfill items is to be included in the cost of earthfill items. Earthwork is to be balanced on site and plan quantity with an assumed shrinkage factor of 20%.

Site ID Buc871015D

Bid # 24-06

Location Brandon Area Community Center, 082 Main St, Brandon IA 52210

Date Tuesday, September 24, 2024 10:00 AM

<b>Name</b>	<b>Company</b>	<b>phone</b>	<b>Street</b>	<b>City</b>	<b>Zip</b>	<b>email</b>
<b>PLEASE PRINT LEGIBILEY. SIGN-IN TO BE PUT ON THE PLAN HOLDERS LIST AND RECEIVE ANY ADDENDA.</b>						
Tracy Bruun	IA Dept of Ag & Land Stewardship	515-344-6279	502 E 9th ST	Des Moines	50319	tracy.bruun@iowaagriculture.gov
Mike Webster	IA Drairage District Assn	641-330-2742	215 S. 1st Ave	New Hampton	50659	websterfarm1964@gmail.com
Sara Smith	IA Dept of Ag & Land Stewardship	515-422-7335	502 E 9th ST	Des Moines	50319	sara.smith@iowaagriculture.gov
Derek Ludovissy	Ludovissy Enterprises	563-880-4866	702 S 2nd ST	Guttenberg	52052	ludovissyenterprises@gmail.com
Jason Even	Veracity Excavating	319-504-4291	10009 Harmon Rd	LaPorte City	50651	veracityexcavating@yahoo.com
Louis Guynn	Laser Precision LLC	319-560-4419	5415 19th Ave	Mt. Auburn	52313	Guynnllc@hotmail.com
John Rathbun	IA Dept of Ag & Land Stewardship	515-776-2764	1705 W D ST	Vinton	52349	john.rathbun@iowaagriculture.gov
Alex Weber	Vieth	319-277-1006	6419 Nordic DR	Cedar Falls	50013	aweber.vic@gmail.com
Nick Zitelman	Steger Construction Inc.	563-875-7876	3297 Vine RD	Dyersville	52040	zitelman3@gmail.com
Dan Jensen	Shive-Hattery	641-373-1068	4125 Westonw Pkwy	West Des Moines	50266	djensen@shive-hattery.com
Dan Hatch	Hatch Grading	319-239-7957	801 Hwy 21	Dysart	52224	hgc@fctc.coop

2:27 PM

## Plan Holders List for Bid # 24-06 Project ID Buc871015D

x	Aaron Crane	Aaron Crane Construction LLC	1833 120th St	Manchester	IA	52057	563-920-1250	arcrane1250@gmail.com
x	Dawn King	Boomerang Corp	13225 Circle Dr Suite A, PO Box 227	Anamosa	IA	52205	319-462-4435	dawnk@boomerangcorp.com
x	Jeremy Cole	Cole Excavating, LLC	122 N. 2nd Street, P.O. Box 617	Greene	IA	50636	641-823-4700	office@coleexcavating.com
x	Danielle Connolly	Connolly Construction Inc	18409 N Cascade Rd	Peosta	IA	52068	563-876-3225	connollybids@gmail.com
x	Kyle Johnson	DeLong Construction Inc					319-461-2530	kjohnson@delonginc.com
x	Marilu Gomez	Eastern Iowa Excavating & Concrete, LLC	121 Nixon St SE, PO Box 189	Cascade	IA	52033	563-852-5120	mgomez@easterniowaexcavating.com
x	Dan Hatch	Hatch Grading & Contracting	801 Hwy 21	Dysart	IA	52224	319-239-7957	hgc@fctc.coop
x	Louis Guynn	Laser Precision LLC	5415 19th Ave	Mt Auburn	IA	52313	319-560-4419	guynnllc@hotmail.com
x	Derek Ludovissy	Ludovissy Enterprises	702 S 2nd St	Guttenberg	IA	52052	563-880-4866	ludovissyenterprises@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	Steve Matt	Matt Construction	203 Y Ave	Sumner	IA	50674	319-240-3076	<a href="mailto:mattconstructioninc@gmail.com">mattconstructioninc@gmail.com</a>
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	Braxton Rottinghaus	Peterson Contractors Inc.	104 Blackhawk Street	Reinbeck	IA	50669	319-560-9845	braxtonr@pcius.com
x	Ryan Rasmussen	Rasmussen Drainage Services Ltd	1948 265th St	Independence	IA	50644	319-631-5827	<a href="mailto:rrasmussen52@gmail.com">rrasmussen52@gmail.com</a>
x	Nick Zitelman	Steger Construction Inc	3297 Vince Rd	Dyersville	IA	52040	563-875-7876	zitelman3@gmail.com
x	Jason Even	Verocity Excavating	10009 Harmond Rd	LaPort City	IA	50651	319-504-4291	verocityexcavating@yahoo.com
x	Alex Weber	Vieth Construction Corp	6419 Nordic Dr	Cedar Falls	IA	50013	319-277-1006	aweber.vec@gmail.com
x	Allie Borgerding	Larson Construction Co Inc.	600 17th ST SE, PO Box 112	Independence	IA	50644	319-334-7061	<a href="mailto:bids@larsonconst.com">bids@larsonconst.com</a>