

**NOTICE TO BIDDERS**  
**PROJECT: JOHNSON COUNTY**  
**CHATHAM OAKS ROOF REPLACEMENT**  
**IOWA CITY, IOWA**

**NOTICE IS HEREBY GIVEN** That **sealed bids for the Chatham Oaks Roof Replacement** will be received by Johnson County Board of Supervisors, at the Johnson County Administration Building – Auditor’s Office, 913 S Dubuque Street, Iowa City, Iowa 52240 **until 2:00 PM local time on Thursday, October 6, 2022**. All bids received after the above stipulated closing time for receipt of bids will be returned to the bidder unopened. All bids received in accordance with these guidelines will be publicly opened and read aloud in Betty Sass Conference Room of the Johnson County Administration Building immediately following the above stipulated closing time for receipt of bids.

The project consists of the roof replacement of an existing 14000 SF building located at 4515 Melrose Avenue, known as Chatham Oaks.

The bid is for a Prime Contract as described in the specifications. Bids shall be on a lump sum basis; segregated sub-bids will not be accepted.

**PRE-BID CONFERENCE AND SITE EXAMINATION**

A pre-bid conference will be held Monday, September 19, 2022 at 10:00 AM local time at the project site, 4515 Melrose Avenue, Iowa City, Iowa. The Project Architect and Engineers will be on site for this meeting. The project site will be visited after the pre-bid conference.

Plans and specifications governing the construction of the proposed Work have been prepared by Vantage Architects, 4900 Bowling Street SW, Suite 100, Cedar Rapids, IA 52404, and will be available on Thursday, September 15, 2022.

**EXAMINATION OF PROCUREMENT DOCUMENTS**

The Contract Documents may be examined at the office of the Architect and plan rooms listed below. Hard copies printed by the Contractor from electronic downloads will be at the Contractor’s expense. Copies of the plans and specifications and other contract documents are now on file and can be ordered through the office of Rapids Reproductions at 415 Highland Ave Ste 100, Iowa City, IA 52240, by logging on to [rapidsrepro.com/planroom](http://rapidsrepro.com/planroom), or calling 1-800-383-1223, and upon the deposit of \$50.00 (payable to Rapid Reproductions) or current MBI Card for paper copies, which will be refunded to upon the return of the full set documents to the printer in good reusable condition within fourteen (14) days after bid submission. A separate \$20.00 check must accompany the deposit for mailing fee (non-refundable, paid to the printer). The following information must accompany the deposit: Company name, mailing address, street address, phone number, email address and type of bidder (i.e. General, Mechanical or Electrical Subcontractor to General, or other). All prints will be delivered through UPS Ground.

- Vantage Architect, 4900 Bowling Street SW, Suite 100, Cedar Rapids, IA 52404;
- CMD (online plan room) (800) 424-3996;
- Dodge Data and Analytics (online plan room) (877) 784-9556; <http://dodgeprojects.construction.com>
- Illowa Builders Exchange (plan room in Rock Island) (309) 788-9260;
- Master Builders of Iowa, 221 Park St., Des Moines, IA 50306, (515) 288-8904; Construction Update Online Plan Room; [www.isqft.com](http://www.isqft.com);

- Rapids/Technigraphics 415 Highland Ave, Suite 100, Iowa City, IA 52240 (319) 354-5950/(800) 779-0093, www.rapidsrepro.com

PRINTED SET OF PROCUREMENT DOCUMENTS MAY ALSO BE EXAMINED AT the Office of the Johnson County Auditor, 913 South Dubuque Street, Iowa City, IA 52240, between 8:00 a.m. and 5:00 p.m.

### **OTHER REQUIREMENTS**

Make proposals on the bid forms supplied in the Project Manual. No oral, telegraphic or telephonic proposals or modifications will be considered. Submit with each bid, a certified check or acceptable bidder's bond payable to Johnson County in an amount equal to ten percent (10%) of the total bid. The successful bidder will be required to furnish satisfactory Labor and Material Payment Bond, and Performance Bond in an amount equal to one hundred percent (100%) of the Contract Sum. The surety providing bonds must have an (A-) A.M. Best rating or better or be listed on the U.S. Department of Treasury listing of approved sureties (Department Circular 570). The cost of the Bonds shall be included in the Contract Sum.

Bids may not be withdrawn within thirty (30) days after the scheduled time of opening bids, without the consent of the Owner. The award of the contract may be made by Johnson County to any responsible bidder with suitable qualifications offering suitable supplies, equipment and/or service at the lowest price taking into consideration the quality of materials or service in the best interest of the Owner. The Owner reserves the right to accept any bid or to reject any or all bids, or parts of such bids, and waive informalities or irregularities in bidding. Further, Johnson County reserves the right to resolicit and/or re-bid this project at any time in the future.

Award is anticipated to be made by October 13, 2022. Bidder to propose anticipated start and substantial completion dates on Bid Form.

Monthly estimates will be paid to the contractor as the work progresses in amounts equal to ninety-five per cent (95%) of the contract value of the work completed during the preceding calendar month, including the actual cost (exclusive of overhead or profit to the contractor) of materials and equipment of a permanent nature to be incorporated in the work and delivered to and stored at the job site. Such monthly payments shall in no way be construed as an act of acceptance for any part of the work, partially or totally completed. Final payment of the remaining amount due the contractor will be made not earlier than thirty-one (31) days from the final acceptance of the work by the Owner, subject to the conditions and in accordance with the provisions of Chapters 26 and 573 of the Code of Iowa.

Sales Tax. Iowa sales tax will not be paid on materials purchased for this project. The Owner will issue a sales tax exemption certificate.

By order of the Contracting Authority.

Dated this 15th day of September, 2022

/s/Travis Weipert, Auditor  
Johnson County, Iowa