

BELLEVUE FISHERIES STATION  
SIDING, WINDOWS, DOORS & ROOF REPLACEMENT  
JACKSON COUNTY, IOWA

TABLE OF CONTENT

Project No. 09-06-49-01

<u>Section</u>	<u>Number of Pages</u>
<u>Introductory Requirements</u>	
000101 Cover Page . . . . .	1
000110 Table of Contents . . . . .	3
000115 List of Drawing Sheets . . . . .	1
<u>Procurement Requirements</u>	
001000 Notice to Bidders . . . . .	1
002100 Special Notice to Contractors . . . . .	2
002200 Supplementary Instructions. . . . .	2
004200 Proposal Form (Bid Form) . . . . .	2
004313 Proposal Guarantee Bond Form (Bid Bond Form). . . . .	1
<u>Contracting Requirements</u>	
005200 Contract Form (Form of Agreement) . . . . .	2
006113 Performance Bond Form. . . . .	2
007200 General Covenants and Provisions . . . . .	51
007336 SEEO Requirements . . . . .	8
008000 Supplementary Covenant and Provisions . . . . .	4
<u>Division 01 - General Requirements</u>	
010000 General Requirements . . . . .	5
012000 Price & Payment Procedures . . . . .	2
013300 Submittal Procedures . . . . .	5
014200 References . . . . .	11
015000 Temporary Facilities and Controls . . . . .	8
017419 Construction Waste Management and Disposal . . . . .	4
017823 Operation and Maintenance Data . . . . .	2
<u>Division 02 – Existing Conditions</u>	
024119 Selective Demolition . . . . .	2
<u>Division 03 – Concrete</u>	
(None Included)	
<u>Division 04 – Masonry</u>	
(None Included)	

Division 05 – Existing Conditions

(None Included)

Division 06 – Wood and Plastics and Composites

061000	Rough Carpentry . . . . .	8
062000	Finish Carpentry . . . . .	4

Division 07 – Thermal and Moisture Protection

072100	Thermal Insulation . . . . .	4
072500	Weather Barriers. . . . .	6
073113	Asphalt Shingles Roofing System. . . . .	4
074616	Aluminum Soffit and Trim . . . . .	3
074633	Plastic Siding. . . . .	5
076000	Flashing nad Sheet Metal . . . . .	
077123	Manufactured Gutters and Downspouts. . . . .	3
079000	Joint Protection . . . . .	5

Division 08 - Openings

081423	Metal Faced Wood Doors. . . . .	4
083613	Sectional Overhead Doors. . . . .	3
085313	Vinyl Double-Hung Windows . . . . .	6
087000	Hardware. . . . .	8
088000	Glazing . . . . .	4

Division 09 - Finishes

092116	Gypsum Board Assemblies . . . . .	6
099123	Interior Painting . . . . .	7

Division 10 - Specialties

(None Included)

Division 11 – Equipment

(None Included)

Division 12 – Furnishings

(None Included)

Division 13 – Special Construction

(None Included)

Division 14 – Conveying Equipment

(None Included)

Division 21 – Fire Suppression

(None Included)

Division 22 – Plumbing

(None Included)

Division 23 – Heating, Ventilating and Air Conditioning

(None Included)

Division 25 – Integrated Automation

(None Included)

Division 26 – Electrical

(None Included)

Division 27 – Communication

(None Included)

Division 28 – Electronic Safety and Security

(None Included)

Division 31 – Earthwork

(None Included)

Division 32 – Exterior Improvements

(None Included)

Division 33 – Utilities

(None Included)

**END OF SECTION 000110**



SECTION 000115  
LIST OF DRAWING SHEETS

BELLEVUE FISHERIES  
SIDING, WINDOWS, DOORS & ROOF REPLACEMENT  
JACKSON COUNTY, IOWA

Project No. 09-06-49-01

CONSTRUCTION DRAWINGS - SHEET NO. 1 THROUGH 2 INCLUSIVE

Sheet No. 1 – Cover Sheet, Floor Plan  
Sheet No. 2 – Exterior Elevations

END OF SECTION 000115



## Notice to Bidders - Iowa Department of Natural Resources

Sealed bids will be received by the Iowa Department of Natural Resources, Engineering Bureau, at the Wallace State Office Building, 502 East 9<sup>th</sup> Street, Des Moines, Iowa 50319-0034 until **11:00 A.M., May 21, 2009** for the various public improvement projects listed below, at which time they will be opened publicly. No bids shall be accepted by FAX. After the bid opening, information concerning bid results may be obtained by visiting the Department's website at [www.iowadnr.gov](http://www.iowadnr.gov) or by calling (515) 242-6720.

Project documents, including drawings, specifications, proposal forms and addenda items are available at no cost in printable PDF format online at [www.iowadnr.gov](http://www.iowadnr.gov), by clicking on "Construction Bid Lettings" and following the Letting Dates links. Project documents may also be obtained by calling the Department at (515) 281-6313, and leaving the following information: name, address, telephone and FAX number; Federal Identification Number; and the project number(s) for which documents are sought. The Department will send the project documents as soon as possible and will include a billing statement in the amount of \$20.00 (non-refundable), for each set requested. The Department may reject a bid as non-responsive from a bidder who does not remit this payment, and may withhold future plans until such fees have been paid in full.

The Department shall comply with all public improvement procurement laws, as outlined in the plans and specifications and including but not limited to: Iowa Code chapter 26 related to public construction bidding; Iowa Code chapter 73 related to preferences; Iowa Code chapter 573 related to labor and materials on public improvements; rules promulgated by the Department of Administrative Services – General Services Enterprise as they may apply; rules promulgated by the Department of Natural Resources and the Natural Resources Commission, as they may apply; and any federal statutes, rules and/or executive orders that may be associated depending on funding sources. Bidders shall comply with these laws to be considered and are encouraged to be familiar with public improvement procurement requirements and the bidding documents before submitting a bid.

Each bidder shall accompany the bid with a bid security as defined in Iowa code section 26.8. The bid security must be in an amount set forth in the bidding documents and made payable to the Iowa Department of Natural Resources. Failure to execute a contract for the proposed work and file an acceptable Performance Bond in an amount equal to 100% of the contract price and a certificate of liability insurance within thirty (30) days of the date of the award of the contract will be just and sufficient cause for the rescinding of the award and the forfeiture of the bid security.

-----  
**PLANS & SPECIFICATIONS ORDER FORM**

COMPANY \_\_\_\_\_ PHONE NO. \_\_\_\_\_

ADDRESS \_\_\_\_\_ FAX NO. \_\_\_\_\_

\_\_\_\_\_ PROJECT NO. \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

**MAKE CHECK OR MONEY ORDER PAYABLE TO: IOWA DEPARTMENT OF NATURAL RESOURCES**





**SECTION 002100  
SPECIAL NOTICE TO CONTRACTORS**

**A. CONTACT INFORMATION:**

**1. Direct questions concerning the Project Design, Drawings and Specifications to:**

Thierry T. Amice, CSI  
Facilities Engineer/Staff Architect  
Wallace State Office Building  
Telephone: 515/281-5992  
Mobile: 515/979-0107  
[Thierry.amice@dnr.iowa.gov](mailto:Thierry.amice@dnr.iowa.gov)

**2. Direct questions concerning Site Review and Project Inspection to:**

David Heer  
Facilities Engineer II  
District Inspector for the Southeast area of Iowa  
(515)250-3719 cell  
[David.Heer@dnr.iowa.gov](mailto:David.Heer@dnr.iowa.gov)

- a. Contractors are responsible for contacting the DNR Construction Inspector and arranging for an on-site review of the project.**

**3. Direct questions concerning Bidding and Contract Procedures to:**

Linda Miller, Procurement Agent  
Wallace State Office Building  
Des Moines, Iowa 50319-0034  
Telephone: 515/281-3345

- 4. Recorded bid results can be accessed by calling 515/242-6720. Printed bid tabs will not be available for 3 working days after the Letting date.**

**B. TAX EXEMPTIONS:**

- 1. In accordance with House File 2622 implemented by Iowa Code Sections 442.42 (15) & (16) and 422.47.47(5), Contractors may purchase qualifying items for work on this contract exempt from sales tax. The DEPARTMENT will issue an authorization letter and exemption certificate to the prime contractor and each approved subcontractor." Complete information on qualifying materials and supplies can be found at [www.state.ia.us/tax](http://www.state.ia.us/tax), the Iowa Department of Revenue and Finance**



Time and Date of Letting 11:00 AM, May 21, 2009

**PROPOSAL**

Project No. 09-06-49-01

Project Description and Location

BELLEVUE FISHERIES  
SIDING, WINDOWS, DOORS & ROOF REPLACEMENT  
JACKSON COUNTY, IOWA

Proposal of: \_\_\_\_\_  
(Name of Bidder)

Located at: \_\_\_\_\_ ( ) \_\_\_\_\_  
(Address) (Area) (Telephone)

Amount of Proposal Guarantee	Specified completion date or Number of Working Days	Approx. or Specified Starting Date or Number of Working Days	Liquidated Damages Per Day
\$1,500.00	June 15, 2009	N/A	\$100.00

The undersigned hereby agrees, if awarded the contract, to execute the proposed contract and to furnish an approved performance bond in a amount not less than 100 percent of the contract award within 30 days after the date of approval of award of the contract, and to provide all labor, materials, and equipment required to complete the project designated above, for the price hereinafter set forth, in strict compliance with the contract documents prepared by the Iowa Department of Natural Resources.

The undersigned agrees, if awarded the contract, to commence the work within a reasonable time after the preconstruction conference or by the specific starting date, if so specified, and to complete the work within the contract period, or to pay liquidated damages in the amount stipulated herein for each calendar day the work remains uncompleted after the expiration of the contract period or any authorized reduction thereof.

A proposal guarantee in the amount stipulated herein is included with this proposal, to be forfeited to the Iowa Department of Natural Resources if the undersigned fails to execute the contract and furnish an approved performance bond, if awarded the contract.

By virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the state of Iowa, and also, a resident bidder shall be allowed a preference against a nonresident bidder from a state or foreign country which gives or requires a preference to bidders from that state or foreign country on projects in which there are no federal funds involved.

By \_\_\_\_\_  
(Signed)

\_\_\_\_\_ Iowa Contractor Registration No. \_\_\_\_\_ (Title) \_\_\_\_\_ (Date)

**THE FOLLOWING AFFIDAVIT MUST BE COMPLETED AND NOTORIZED, OR THIS BID WILL BE REJECTED.**  
**- AFFIDAVIT -**

The signatory, being duly sworn, does depose and say that the undersigned is an authorized representative of:

\_\_\_\_\_  
(Name of Firm)

Located at: \_\_\_\_\_

Hereinafter referred to as "Bidder" and does hereby affirm to have personal knowledge that said bidder has examined the drawings and specifications, carefully prepared the proposal form, and has checked the same in detail before submitting; and that said bidder, or the agents, officers, or employees thereof, have not either directly or indirectly, entered into any agreement, participated in any collusion or fraud, or otherwise taken any action in restraint of free competitive bidding in connection with this bid.

\_\_\_\_\_  
(Signed)

\_\_\_\_\_ Day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
(Signed Notary)

My Commission Expires \_\_\_\_\_, 20 \_\_\_\_\_

## SCHEDULE OF PRICES

Project Description and Location

BELLEVUE FISHERIES, SIDING, WINDOWS, DOORS & ROOF REPLACEMENT, JACKSON COUNTY, IOWA

Name of Bidder

Item No.	Description	Estimated Quantity	Unit Price	Amount
1	Selective Demolition	Lump Sum		
2	Asphalt Roofing	2770 Sq. Ft.		
3	½" x 4' x 8' Exterior Plywood or Osb Overlay	86 Sheets		
4	Aluminum Fascia	240 LF		
5	Aluminum Soffit	358 Sq.Ft.		
6	Gutters	240 LF.		
7	Downspouts	Lump Sum		
8	Housewrap	2,000 SQ. FT.		
9	Vinyl Siding	Lump Sum		
10	Vinyl Window Replacement	Lump Sum.		
11	Metal Doors	5 Each.		
12	Overhead Door	1 Each		
		<b>Total</b>		

Bidder Acknowledges Receipt of Any Issued Addenda Below (Number and Date)


**PROPOSAL GUARANTEE BOND**

STATE OF IOWA  
DEPARTMENT OF NATURAL RESOURCES

KNOW ALL MEN BY THESE PRESENTS:

That we, \_\_\_\_\_

of \_\_\_\_\_ as PRINCIPAL,

and \_\_\_\_\_

of \_\_\_\_\_ as SURETY(S),

are hereby held and firmly bound unto the state of Iowa in the penal sum of:

\_\_\_\_\_ Dollars \$ \_\_\_\_\_

for the payment, whereof, the said PRINCIPAL and SURETY(S) bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

The conditions of this obligation are such that whereas the PRINCIPAL is herewith submitting to the state of Iowa, acting by and through the Iowa Department of Natural Resources, hereinafter called the DEPARTMENT, its sealed proposal for a contract for the \_\_\_\_\_

at \_\_\_\_\_ in \_\_\_\_\_ County, Iowa.

NOW THEREFORE,

the conditions of this obligation are such that, if said proposal is rejected by the DEPARTMENT, or if said proposal is accepted by the DEPARTMENT and the PRINCIPAL shall enter into a contract in the form specified by the DEPARTMENT in accordance with the terms of the proposal and shall furnish a bond for the faithful performance of said contract in the form specified by the DEPARTMENT, this obligation shall be null and void. Otherwise it shall remain in full force and effect.

In the event that the said proposal is accepted by the DEPARTMENT and the PRINCIPAL shall fail to enter into the contract as defined herein or shall fail to furnish the performance bond as noted above within thirty (30) days of the approval of the award, the PRINCIPAL and SURETY(S) agree to forfeit to the DEPARTMENT the penal sum herein mentioned, it being understood that the liability of the SURETY(S) shall in no event exceed the penal sum of this obligation.

IN WITNESS WHEREOF,

the above bounden parties have executed this instrument under their several seals this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, the name and corporate seal of each party being hereto affixed and these presents duly signed by its undersigned representative pursuant to authority of its governing body.

PRINCIPAL

SURETY

By \_\_\_\_\_

By \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If a partnership all partners must sign.

PGB-1



**THIS AGREEMENT**, made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between the state of Iowa acting through the Department of Natural Resources hereinafter called the **DEPARTMENT** and \_\_\_\_\_

located at \_\_\_\_\_

hereinafter called the **CONTRACTOR**

**WITNESSETH:** That the **DEPARTMENT** agrees to pay the **CONTRACTOR** the contract price provided herein for the fulfillment of the work and the performance of the covenants set forth herein, and the **CONTRACTOR** agrees with the **DEPARTMENT** to commence and complete the project described as follows:

This project consists of the removal and replacement of sidings, windows, doors and roofing at the Bellevue Research Station. The project also includes new aluminum facia and trim, soffits, gutters and downspouts. Project number 09-06-49-01.

For the Sum of: \_\_\_\_\_ Dollars (\$ \_\_\_\_\_).  
and all extra work in connection therewith, all in accordance with the terms and conditions herein contained: and to furnish at the **CONTRACTOR'S** own proper cost and expense, all material, equipment, labor, insurance, and other accessories and services necessary to construct and complete, in a workmanlike manner, ready for continuous operation, the above mentioned project. The work shall be performed in accordance with the requirements and provisions of the following documents, all of which are made a part hereof and collectively evidence and constitute the contract:

1. Notice to Bidders.
2. Instructions to bidders.
3. General Covenants and Provisions and Supplemental Covenants and Provisions.
4. Specifications Including Addenda Number \_\_\_\_\_ Through \_\_\_\_\_
5. Drawings, Sheet Number \_\_\_\_\_ 1 Through \_\_\_\_\_ 2 Inclusive.
6. Contractor's Proposal.
7. Proposal Guarantee Bond.
8. Performance Bond.
9. This Instrument.
10. Modifications or Change Orders pursuant to Section 1109.04 of the General Covenants and Provisions
11. Resident Bidder Preference Certification on Non-Federal-Aid Projects

The parties to this contract understand that time of completion of the work under this contract is the essence to the contract. The **CONTRACTOR** hereby agrees to commence work under this contract in accordance with Section 1108.02 of the General Covenants and Provisions and to complete all the work by

June 15, 2009

The **CONTRACTOR** hereby agrees that liquidated damages in the amount of \_\_\_\_\_ Dollars One Hundred \$100.00

shall be retained or assessed against the **CONTRACTOR** for each day and every day the completion of the work is delayed beyond the time specified herein, not as a penalty, but as a mutually agreed to, predetermined amount to reimburse the **DEPARTMENT** for salaries of engineers and reviewers, clerk hire, interest charged during the period for delays and loss of use.

It is understood that the **CONTRACTOR** consents to the jurisdiction of the courts of Iowa, to hear, determine and render judgment as to any controversy arising hereunder, and that this contract shall be governed by, and construed according to, the laws of the state of Iowa.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement, in the day and year first above mentioned.

**FOR THE DEPARTMENT:**

\_\_\_\_\_  
Director

This contract was approved by the **NATURAL RESOURCES COMMISSION** at its meeting held on

\_\_\_\_\_  
(Date)

**FOR THE CONTRACTOR:**

\_\_\_\_\_  
(Signature and Title)

\_\_\_\_\_  
(Firm)

\_\_\_\_\_  
(Address and Zip Code)

Seal if by a Corporation:

Identification Number \_\_\_\_\_

Soc. Sec. No. \_\_\_\_\_

Or Fed. I. D. No. \_\_\_\_\_



**PERFORMANCE BOND**

STATE OF IOWA  
DEPARTMENT OF NATURAL RESOURCES

KNOW ALL MEN BY THESE PRESENTS:

That we, \_\_\_\_\_  
of \_\_\_\_\_ as PRINCIPAL,  
and \_\_\_\_\_  
of \_\_\_\_\_ as SURETY(S),  
are hereby held and firmly bound unto the state of Iowa in the penal sum of:

\_\_\_\_\_ Dollars \$ \_\_\_\_\_  
for the payment, whereof, the said PRINCIPAL and SURETY(S) bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

The conditions of this obligation are such that whereas the PRINCIPAL entered a certain contract, hereto attached, and made part, hereof to the state of Iowa, acting by and through the Iowa Department of Natural Resources, hereinafter called the DEPARTMENT, dated \_\_\_\_\_ for the \_\_\_\_\_  
at \_\_\_\_\_ in \_\_\_\_\_ County, Iowa.

NOW THEREFORE,  
the conditions of this obligation are such that, if the DEPARTMENT, shall faithfully perform the contract in accordance with the plans, specifications and contract documents, and shall fully indemnify and save harmless the state of Iowa from all cost and damage which the state of Iowa may suffer by reason of the PRINCIPAL's default or failure to do so and shall fully reimburse and repay the state of Iowa all outlay and expenses which the state of Iowa may incur in making good any such default, then this obligation shall be null and void, otherwise it shall remain in force and effect.

In the event that the PRINCIPAL is in default under this contract as defined herein, the DEPARTMENT shall by written notice inform the PRINCIPAL that this contract is in default. And may, at its option, without process or action at law:

- 1. Take over all or any portion of the work and complete it either by day labor or reletting the work. The DEPARTMENT may retain all material, equipment and tools on the work, at a rental which it considers reasonable, until the work has been completed.
- 2. Allow the surety to take over the work within fifteen (15) days and assume completion of said contract and become entitled to the balance of the contract price.
- 3. Allow the PRINCIPAL to complete the contract.

As required by Chapter 573 of the Code of Iowa.

- 1. The PRINCIPAL SURETY(S) on this bond hereby agree to pay all persons, firms or corporations having contracts directly with the PRINCIPAL or with subcontractors, all just claims due them for labor performed or material furnished, in the performance of the contract on account of which this bond is given, when the same are not satisfied out of the portion of the contract price shall have been established as provided by law.
- 2. Every Surety on this bond shall be deemed and held, any contract to the contrary notwithstanding, to consent without notices:
  - a. To any extension of time to the contractor in which to perform the contract.
  - b. To any change in the plans, specifications, or contract, when such changes does not involve an increase of more than 20 percent of the total contract price, and then only as to such excess increase.
  - c. That no provision of this bond or any other contract shall be valid which limits less than one year from the time of the acceptance of the work, the right to sue on this bond for defect in workmanship or material not discovered or known to the DEPARTMENT at the time such work was accepted.

No provision of this bond or any other contract shall be valid which limits to less than five years after the acceptance of the work, the right to sue on this bond for defects in workmanship or material in connection with paving or concrete work.

IN WITNESS WHEREOF,

the above bounden parties have executed this instrument under their several seals this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, the name and corporate seal of each party being hereto affixed and these presents duly signed by its undersigned representative pursuant to authority of its governing body.

PRINCIPAL

SURETY

By \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By \_\_\_\_\_

If a partnership all partners must sign.

This bond approved by the Iowa Department of Natural Resources this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

By \_\_\_\_\_  
Director