



**Grinnell PUBLIC WORKS AND GROUNDS Meeting
MONDAY, MARCH 16, 2020 AT 5:30 P.M.
IN THE 2ND FLOOR COUNCIL CHAMBERS OF
THE CITY HALL**

TENTATIVE AGENDA

ROLL CALL: Hueftle-Worley (Chair), Wray, Gaard.

PERFECTING AND APPROVAL OF AGENDA:

COMMITTEE BUSINESS:

1. Consider resolution adopting plans and specifications, proposed form of contract and estimate of cost for the construction of the 16th Avenue Culvert Replacement Project. (See Resolution No. 2020-34).

INQUIRIES:

ADJOURNMENT:

RESOLUTION NO. 2020-34

RESOLUTION ADOPTING PLANS AND SPECIFICATIONS, PROPOSED FORM OF CONTRACT AND ESTIMATE OF COST FOR THE CONSTRUCTION OF THE 16TH AVENUE CULVERT REPLACEMENT PROJECT, FOR THE CITY OF GRINNELL, IOWA

WHEREAS, on the 16th day of March, 2020, plans, specifications, estimate of cost and form of contract were filed with the City of Grinnell, Iowa for the 16th Avenue Culvert Replacement Project;

WHEREAS, notice of hearing on plans, specifications, estimate of cost and form of contract for said improvement was published as required by law:

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRINNELL, IOWA:

Section 1. That the said plans, specifications, estimate of cost and form of contract are hereby approved as the plans, specifications, estimate of cost and form of contract for said improvements, as described in the preamble of this Resolution.

Where upon Mayor Agnew declared this resolution duly passed and approved this 16th day of March 2020.

Dan F. Agnew, Mayor

Attest:

Annamarie Wingerter, City Clerk/Finance Director

NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING ON PROPOSED PLANS AND SPECIFICATIONS,
PROPOSED FORM OF CONTRACT AND ESTIMATE OF COST FOR THE
CONSTRUCTION OF THE 16TH AVENUE CULVERT REPLACEMENT PROJECT, FOR THE
CITY OF GRINNELL, IOWA.

At 7:00 P.M. on the 16th day of March, 2020, the City Council of said City will, in said Council Chambers, hold a hearing and said Council proposes to adopt plans, specifications, form of contract and estimate of cost and, at the time, date and place specified above, or at such time, date and place as then may be fixed, to act upon proposals and enter into a contract for the construction of the following improvements:

16TH AVENUE CULVERT REPLACEMENT PROJECT

Construct 16th Avenue Culvert Replacement Project including all labor, materials and equipment necessary for construction of a 57-foot long 10-foot x 5-foot Reinforced Concrete Box Culvert (RCBC) with headwalls with approximately 50 linear feet of 8-inch, 24-foot PCC pavement, surfacing removal, subbase preparation, modified subbase, 35 linear feet of 12-inch sanitary sewer replacement, sidewalks, culvert abandonment, and miscellaneous associated work, including cleanup.

At said hearing, the City Council will consider the plans, specifications, proposed form of contract, and estimated total cost for the project, the same now being on file in the office of the City Clerk, reference to which is made for a more detailed and complete description of the proposed improvements, and at said time and place the said Council will also receive and consider any objections to said plans, specifications, estimate of cost and form of contract made by any interested party.

This notice is given by order of the Council of the City of Grinnell, Iowa.

CITY OF GRINNELL, IOWA

Dan F. Agnew, Mayor

ATTEST:

Ann Wingerter, City Clerk

NPH-1

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NOTICE TO BIDDERS

NOTICE OF TAKING BIDS FOR THE CONSTRUCTION OF 16TH AVENUE CULVERT REPLACEMENT PROJECT FOR THE CITY OF GRINNELL, IOWA

Sealed proposals will be received by the City Clerk of the City of Grinnell, Iowa, in the Council Chambers, City Hall, 520 Fourth Avenue, Grinnell, Iowa 50112 until 2:00 P.M. on the 31st day of March 2020, for the construction of the 16th Avenue Culvert Replacement Project, as described in the plans and specifications therefor, now on file in the office of the City Clerk. Proposals will be opened and the amount of the bids announced by the City Clerk at the time and date specified above.

Also, at 7:00 P.M. on the 6th day of April 2020, the City Council of said City will, in said Council Chambers, or at such time, date and place as then may be fixed, to act upon proposals and enter into a contract for the construction of said improvements.

The location of the work to be done and the kinds and sizes of materials proposed to be used are as follows:

16TH AVENUE CULVERT REPLACEMENT PROJECT

Construct 16th Avenue Culvert Replacement Project including all labor, materials and equipment necessary for construction of a 57-foot long 10-foot x 5-foot Reinforced Concrete Box Culvert (RCBC) with headwalls with approximately 50 linear feet of 8-inch, 24-foot PCC pavement, surfacing removal, subbase preparation, modified subbase, 35 linear feet of 12-inch sanitary sewer replacement, sidewalks, culvert abandonment, and miscellaneous associated work, including cleanup.

All work and materials are to be in accordance with the proposed plans, specifications, form of contract and estimate of cost now on file in the office of the City Clerk of Grinnell, Iowa, and by this reference made a part thereof as though fully set out and incorporated herein.

All proposals in connection therewith shall be submitted to the City Clerk of said City on or before the time herein set for said letting. All proposals shall be made on official bidding blanks furnished by the City, and any alterations in the official form of proposal will entitle the Council, at its option, to reject the proposal involved from consideration. Each proposal shall be sealed and plainly identified.

Each proposal shall be made out on a blank form furnished by the municipality and must be accompanied in a sealed envelope by either (1) a certified or cashier's check drawn on a solvent Iowa bank or a bank chartered under the laws of the United States or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United

Notice to Bidders

States, in an amount equal to five percent (5%) of the bid, or (2) a bid bond executed by a corporation authorized to contract as a surety in the State of Iowa, in the penal sum of five percent (5%) of the bid.

The bid security should be made payable to the CITY OF GRINNELL, IOWA. The bid security must not contain any conditions either in the body or as an endorsement thereon. The bid security shall be forfeited to the City as liquidated damages in the event the successful bidder fails or refuses to enter into a contract within 10 days after the award of contract and post bond satisfactory to the City insuring the faithful fulfillment of the contract and the maintenance of said work, if required, pursuant to the provisions of this notice and other contract documents. Bidders shall use the bid bond form bound in the specifications.

By virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa Statutes.

The City Council reserves the right to reject any or all bids and to waive informalities or technicalities in any bid and to accept the bid which it deems to be in the best interest of the City.

The Council reserves the right to defer acceptance of any proposal for a period not to exceed thirty (30) calendar days from the date of letting.

The successful bidder will be required to furnish a bond in an amount equal to one hundred percent (100%) of the contract price, said bond to be issued by a responsible surety approved by the City Council and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and shall guarantee the prompt payment for all materials and labor and protect and save harmless the City from claims and damages of any kind caused by the operations of the Contractor, and shall guarantee the work against faulty workmanship and materials for a period of four (4) years after its completion and acceptance by the City Council.

The work will commence within ten (10) days after date set forth in written Notice to Proceed and shall be completed no later than August 31, 2020.

Liquidated damages in the amount of Five Hundred Dollars (\$500.00) per consecutive calendar day will be assessed for each day that work shall remain uncompleted after the end of the contract period, with due allowance for extensions of the contract period due to conditions beyond the control of the Contractor.

Notice to Bidders

Payment to the Contractor for said improvements will be made in cash derived from the proceeds of the issuance and sale of such bonds and/or from such cash funds of the City as may be legally used for said purposes. Any combination of the above methods of payment may be used at the discretion of the City Council.

Payment to the Contractor will be on the basis of monthly estimates equivalent to ninety-five percent (95%) of the contract value of the work completed and payments made to material suppliers for materials ordered specifically for the project or delivered to the site during the preceding calendar month. Estimates will be prepared approximately 10 days prior to the first Monday of the following month by the Contractor, subject to the approval of the Engineer, who will certify to the City for payment. The City reviews and approves estimates on the first Monday of the month. Such monthly payments shall in no way be construed as an act of acceptance for any part of the work partially or totally completed. Upon completion of the work and its acceptance by the Council, the Contractor will be paid an amount which, together with previous payments, will equal ninety-five percent (95%) of the contract price of the contract. Final payment of the remaining five percent (5%) will be made not less than thirty-one (31) days after completion and acceptance by resolution of the City Council of the completed contract, subject to the conditions and in accordance with the provisions of Chapter 573 of the Code of Iowa, as amended. No such partial or final payments will be due until the Contractor has certified to the City that the materials, labor and services involved in each estimate have been paid for in accordance with the requirements stated in the specifications.

The City will issue a sales tax exemption certificate applicable for all materials purchased for the project.

Plans and specifications governing the construction of the proposed improvements, and also the prior proceedings of the City Council referring to and defining said proposed improvements are hereby made a part of this notice and the proposed contract by reference and the proposed contract shall be executed in compliance therewith.

Copies of said plans and specifications will be available by March 9, 2020 in the office of the City Clerk, for examination by bidders. Copies may be obtained from VEENSTRA & KIMM, INC., 3000 Westown Parkway, West Des Moines, Iowa 50266 at no charge.

Notice to Bidders

This notice is given by order of the Council of the City of Grinnell, Iowa.

CITY OF GRINNELL, IOWA

Dan F. Agnew, Mayor

ATTEST:

Ann Wingerter, City Clerk

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