

## NOTICE TO BIDDERS

1. Sealed proposals will be received at the office of the Auditor of Dubuque County in the Courthouse, Dubuque, Iowa, until 3:00 p.m on Friday, July 7, 2017 and opened on Monday, July 10, 2017 at the 9:00 a.m meeting of the Dubuque County Board of Supervisors for the Dubuque County Courthouse Reroof. Painting and Masonry Repair Project.
2. A certified check or a cashier's check made payable to either Dubuque County or the Contractor, drawn upon a solvent bank, or a bid bond or proposal guarantee in an amount set forth in the proposal form, shall be filed with each proposal. A cashier's check, made payable to the Contractor, shall contain an unqualified endorsement to Dubuque County, signed by the Contractor or an authorized agent of the Contractor. If a contractor is awarded the contract, the Contractor shall file with Dubuque County an additional bond in the amount of not less than 100 percent of the contract sum securing the performance of the contract within 15 days of approval or awarding of the contract. Failure to execute that contract, file the second bond, or a certificate of insurance within 15 days of the date of the approval for the awarding of the contract as herein provided, will be just and sufficient cause for the denial of the award and forfeiture of the proposal guarantee.
3. All proposals must be filed on the forms furnished by Dubuque County, sealed and plainly marked. Proposals containing any reservations not provided for in the forms furnished may be rejected, and the County Board reserves the right to waive technicalities and to reject any or all proposals. Proposal forms may be seen and secured at the office of the County Engineer or County Auditor.
4. In keeping with the principles of Equal Employment Opportunity and the Civil Rights Act of 1964, no employee shall be favored or discriminated against in the hiring and placement process because of race, religion, color, sex, national origin, age, physical or mental disability, political affiliation or other non-merit factors, unless bona fide occupational requirements necessitate selective hiring.
5. Consideration will be given to a locally owned business if costs and other considerations are relatively equal.
6. By virtue of statutory authority, a 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 as against a nonresident bidder from a state or foreign country, which gives or requires a preference to bidders from that state or foreign country both, on projects in which there are no Federal Funds involved..
7. It is the policy of Dubuque County that Minority, Women and Disadvantaged Business Enterprises shall be given maximum practicable opportunity to participate in the performance of contracts financed in whole or in part with county funds, notwithstanding Chapters 23A.3 and Chapter 73 of the Code of Iowa.
8. Dubuque County requires that potential vendors employing personnel required to hold Commercial Drivers Licenses must comply with the provisions of the Commercial Driver's License Regulations, Code of Federal Regulations, Title 49, Part 382, and comply with procedures for the administration of the Department of Transportation substance abuse prevention program.

June 12, 2017, Board of Supervisors of Dubuque County, Iowa.

By: Denise M. Dolan, Dubuque County Auditor

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**SECTION 001116 - ADVERTISEMENT FOR BIDS**  
**Dubuque County Courthouse Reroof, Painting, and Masonry Repair**  
**Dubuque County, Iowa**

**NOTICE IS HEREBY GIVEN:** Sealed bids for the Renovation of the Dubuque County Courthouse Reroof, Painting, and Masonry Repair will be received by the **Dubuque County Board of Supervisors**. Sealed bids must be submitted to the **Dubuque County Auditor's Office, 720 Central Avenue, Dubuque, IA 52001 no later than 3:00 P.M., Friday, July 7, 2017.**

Bids will be publicly opened and publicly read out loud at **9:00 A.M., Monday, July 10, 2017 at the Dubuque County Board of Supervisors Meeting in the Board of Supervisors Chambers in the Courthouse, Fourth Floor, 720 Central Avenue, Dubuque, IA 52001.** The Dubuque County Board of Supervisors will review bids received, on Monday July 24, at 9 am at Dubuque County Board of Supervisors Chambers in the Courthouse, Fourth Floor, 720 Central Avenue, Dubuque, IA 52001. Award of the Contract shall be to the lowest responsive, responsible bidder. Neither the County nor its agents will assume liability for the inability of the bidder to submit a bid in a timely manner. Bids received after the deadline will be rejected. Bidders bear full and complete responsibility for the timely submission of such bid. Time of receipt shall be the time recorded and determined by the Dubuque County Auditor's office.

**SUBJECT: Dubuque County Courthouse Reroof, Painting, and Masonry Repair**  
**Dubuque, Iowa**

Project Scope: The Work of the Project is defined by the Contract Documents and consists of the following:

1. Removal and replacement of the existing courthouse asphalt roof including metal flashing replacement.
2. Repainting of metal flashing and existing metal statuary bases.
3. Masonry repair and repointing of the existing courthouse tower and chimneys.
4. Alternates related to roofing materials, masonry tuckpointing and repair work, and door and window sealant replacement.

Bids will be received for the General Contract.

All bids shall be in accordance with Contract Documents prepared by **FEH DESIGN, Architects / Engineers**, which Contract Documents are made a part of this Notice by reference thereto.

Bidding Documents are on file at the Architect's Office, **951 Main Street, Dubuque, Iowa 52001** and the Board of Supervisors at the Dubuque County Courthouse, **720 Central Avenue, Dubuque, IA 52001.**

Bidding documents will be electronically posted on the following locations:

- Dubuque County website - <http://dubuquecounty.org/facilities-maintenance/facilities-projects/>
- Master Builders of Iowa website - <http://www.mbionline.com/>
- Iowa State Association of Counties website - [www.iowacounties.org](http://www.iowacounties.org)

Printed copies can be provided upon request through **FEH DESIGN**. Call 563.583.4900 to request a set.

**BIDDING REQUIREMENTS**

Each Bid shall be made on a form furnished by the Architect, and must be accompanied by a certified check or cashier's check drawn on an Iowa bank, or federally chartered bank, or a certified share draft drawn on a Iowa credit union or federally chartered credit union, or Bid Bond to be executed by corporation authorized to contract as a surety in the State of Iowa, in the amount equal to five percent (5%) of the amount of the Bid, made payable to the Dubuque County, Dubuque, Iowa and may be cashed by Dubuque County as liquidated damages in the event that the successful bidder fails to enter into a Contract and file a bond satisfactory to Dubuque County assuring the faithful fulfillment of the Contract and maintenance of said improvements as required by the law, the provisions of this Notice and Contract Documents within (10) days after acceptance of the lowest responsive, responsible bid. All bids shall be sealed and plainly marked. Any alteration of the Bid Form may be cause for rejection of the bid.

State Sales Tax: This project is tax exempt. **Do Not** include State Sales Tax in any calculation of Bid totals. Contractor will be provided with Iowa sales tax exemption number for this project.

**BASIS OF BIDS**

The successful Bidder will be required to furnish a Performance Bond and Labor and Material Payment Bond in an amount equal to one hundred percent (100%) of the Contract Sum, issued by a responsible Surety approved by the Dubuque County Board of Supervisors, Dubuque, Iowa and shall guarantee the faithful performance of the Contract and terms and conditions therein contained and the maintenance of said improvements pursuant to the provisions of the Contract Document. Bid Security shall be made payable to Dubuque County, Dubuque, Iowa.

Bid Security of two lowest Bidders will be retained until a contract has been awarded and executed, but no longer than 45 days. No Bidder may withdraw his bid within 60 days after opening of bids.

Dubuque County Board of Supervisors reserve the right to reject any or all bids, re-advertise for new bids, and to waive informalities that may be in the best interest of Dubuque County.

Payment will be made by Dubuque County from cash-on-hand from such sources as may be legally available.

The work under the Contract shall be commenced on or before a date to be specified in the Contract or written Notice to Proceed of the Owner, and shall achieve **Substantial Completion by October 12, 2017**.

By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa and to Iowa Domestic Labor.

All bids will be governed by applicable provisions in the Iowa Code and Board Policies.

**Pre-Bid Conference:** A Pre-Bid Conference for interested bidders will be held **Thursday June 22, 2017 at 10:00 a.m. local time** at the Dubuque County Courthouse, 720 Central Avenue, Dubuque, Iowa 52001.

Each Bidder shall visit the site to familiarize themselves with conditions under which they will operate. All interested parties in attendance at the pre-bid meeting will sign the attendance form. Bidders shall visit the site prior to submitting their bid. There are no provisions for any additional dates for site visits

This Notice to Proposers is given and published pursuant to authorization and direction of the Assistant to the Dubuque County Board of Supervisors.

By order of the Dubuque County Board of Supervisors, 12 June 2017  
Denise M. Dolan  
Dubuque County Auditor

**END OF ADVERTISEMENT FOR BID**