

**NOTICE TO BIDDERS FOR FOODSERVICE
EQUIPMENT PACKAGE:**

**DCSD PRESCHOOL
RENOVATION PROJECT**

**DUBUQUE COMMUNITY SCHOOL DISTRICT
DUBUQUE, IOWA**

NOTICE IS HEREBY GIVEN: BIDS FOR THE DUBUQUE COMMUNITY SCHOOL DISTRICT - DCSD PRESCHOOL RENOVATION PROJECT WILL BE ACCEPTED FOR REVIEW AND CONSIDERATION.

Sealed bids for the Dubuque Community School District **DCSD Preschool Foodservice Equipment** will be received on Friday, **March 1, 2024** at the Dubuque Community School District Administration Building (The Forum), 2300 Chaney Road, Dubuque, Iowa 52001, before 2:00 p.m. Local Time, according to the designated clock at the Reception Desk in the Forum Building. Bids will be stamped with the time they were received. The Bids will be publicly opened and read aloud shortly after 2:00 p.m. Local Time on **March 1, 2024**, in the Board Room of the Dubuque Community School District Administration Building (The Forum), located at 2300 Chaney Road, Dubuque, Iowa. Neither the District nor its agents will assume liability for the inability of a bidder to submit a bid in a timely manner or the designated location. Bidders bear full and complete responsibility for the timely submission of such bid. Bids received after the deadline will not be considered and will be returned to the bidder unopened.

The scope of work for the project located at Dubuque Childcare Collaborative Project, 7810 Chavenelle Drive, Dubuque, IA 52002, includes, but is not limited to the following:

Work for the project includes but is not limited to supply and installation of the foodservice equipment called out in the bid documents.

CONTRACTS:

Bids will be received and project constructed under a single prime contract. Bids must be on a lump sum basis. Work to commence on or about **March 12, 2024** with completion of work as follows:

Substantial Completion of the DCSD Preschool Renovation Project shall be by **August 2, 2024**.

DOCUMENT AVAILABILITY:

Bid documents will be available for viewing on or after **February 21, 2024**, at the Dubuque Community School District Buildings and Grounds Department, 2300 Chaney Road, Dubuque, Iowa 52001-3095; Straka Johnson Architect's office, 3555 Digital Drive, Dubuque, Iowa 52003; and at plan room locations as listed below:

CMD Group (formerly Reed Construction Data): www.cmdgroup.com

Dodge Data & Analytics: <http://construction.com>

Master Builders/Construction Update Plan Room: www.mbionline.com

Isqft: <http://www.isqft.com>

Straka Johnson Architects, PC: <https://www.sjarchplanroom.com>

Bidders may obtain copies of the Bidding Documents from Tri-State Blue Print, 696 Central Avenue, Dubuque, Iowa 52001, 563-556-3030, or <https://rapidsrepro.com/digital-planroom/> upon depositing the sum of two hundred and fifty dollars (\$250.00) per set or receipt of AGC, AMC, AMEC, MBI, or NECA card. Deposit checks shall be made out to Dubuque Community School District. Deposits will be refunded upon return of the Bidding Documents, to unsuccessful bidders, if returned documents are in good condition and returned within fourteen (14) days after award of the project.

When requesting Bidding Documents, please register your name, company name and complete address, telephone number (with area code), fax number, and email address. This information will be used to transmit addenda to all who are known to have received Bidding Documents. Please contact Benjamin Beard, Straka Johnson Architects, PC at 563.556.8877 with questions related to bid documents or related protocol.

BIDDING REQUIREMENTS:

Each Bid shall be submitted on the Bid Form provided with the Bidding Documents. No oral, facsimile or telephonic bids or modifications will be considered. Bids shall be addressed and delivered to the Dubuque Community School District, Forum Building, 2300 Chaney Road, Dubuque, Iowa 52001—Attention Chief Financial Officer, in sealed envelopes marked with the Project Name and name and address of Bidder. All bids shall be sealed and plainly marked. Any alteration of the bid form may be cause for rejection of the bid.

Each Bid shall be accompanied by Bid Security in the amount of ten percent (10%) of the total bid submitted. Bid Security must be in the form set forth in the Instructions to Bidders. Bid Security must be in one of the following forms: Certified Check, Cashier's Check, Credit Union Certified Share Draft or an approved Bid Bond Form.

All bidders must provide a statement regarding the bidder's resident status. This statement shall be on the Bidder Status Form designated by the Iowa Department of Labor commissioner and available online. The statement must be signed by an authorized representative of the bidder. Failure by any bidder to provide a completed statement with its bid may result in the Board of Education rejecting the bid as non-responsive.

The successful Bidder will be required to furnish a Certificate of Insurance and Performance and Labor and Material Payment Bonds both in an amount equal to 100% of the Contract Price and in accordance with other requirements outlined in the Bid Documents.

Should the successful bidder fail or neglect to furnish satisfactory performance/payment bonds, refuse to enter into a Contract on the basis of the bid, or fail to meet the requirements of this Notice and the specifications regulating the award, the bidder's security may be retained as liquidated damages. No bidder may withdraw its bid for a period of forty-five (45) calendar days after the date and hour set for opening of bids.

IOWA STATE SALES TAX: This project is tax exempt. **Do Not** include Iowa State Sales Tax in any calculation of Bid totals. Contractors and Suppliers will be provided an Iowa sales tax exemption certificate for this project.

BASIS OF BIDS:

The Bidder shall include all requested Forms and attachments with their submission of the Bid Form; failure to comply may be cause for rejection.

Consideration of bids and the award of contract may be made by the Board of Education of the Dubuque Community School District to the lowest responsive, responsible bidder determined on the basis of a combination of the base bid and any selected alternates at its meeting on **March 4, 2024**, in the Dubuque Community School District Board Room, Forum Building, 2300 Chaney Road, Dubuque, Iowa. The right is reserved to reject any and all bids, or any part thereof, and to waive informalities or irregularities and to enter into such Contract or Contracts as shall be deemed in the best interests of the Dubuque Community School District.

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

All bids will be governed by applicable provisions in the Iowa Code and Dubuque Community School District Board Policies, including its Non-Discrimination Equal Employment Opportunity and Affirmative Action Policy.

Carrie Mauss | Board Secretary
Dubuque Community School District
Published: