HALL & HALL ENGINEERS, INC.

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Memorandum

Date: August 15, 2019

To: Mayor and City Council Members

From: Matt Johnson, P.E.

RE: 18th Avenue PCC Pavement Widening
HHE Project No. 4089-19-02

We have prepared plans and specifications for the proposed 18th Avenue PCC Pavement Widening project. The project generally includes 6' of pavement widening along the west side of 18th Avenue at the approach to Blairs Ferry Road to allow for a three-lane approach. The Engineer's opinion of probable cost for this improvement is $90,000. Because this is over the $48,000 minimum bid threshold, we recommend that this project be submitted for a public letting. The proposed schedule for letting and Council agenda items is as follows:

Set Public Hearing and Direct Publication of the Notice to Bidders	8/21/19
Plans Available to Bidders (through Rapids Reproduction Plan Room)	8/23/19
Receive Bids	9/12/19
Hold Public Hearing	9/18/19
Review Bids	9/18/19
Award Contract	9/18/19
Begin Construction (Early Start Date)	9/30/19
Construction Completion Date	11/22/19

It is expected that surface restoration (seeding) for this project will be completed under a separate contract next spring.

Enclosed with this memo is the Notice of Public Hearing, which should be published in the Gazette between August 29th and September 14th (Saturday, August 31st would be the preferred date), and the Notice to Bidders, which should be posted to the City's website. We will also submit the Notice to Bidders to Rapids Reproductions for posting to the digital plan rooms to satisfy the publication requirements.

Let me know if you have any questions regarding this project or the bidding schedule.

00100
NOTICE TO BIDDERS
NOTICE TO BIDDERS OF ADVERTISEMENTS FOR SEALED BIDS FOR PROPOSED PUBLIC IMPROVEMENT TO BE KNOWN AS 18TH AVENUE PCC PAVEMENT WIDENING

Contract No. 4089-19-02

Description of Public Improvement
The Public Improvement, upon which bids are requested, generally consists of PCC pavement widening and pavement marking to add a southbound left turn lane located at 18th Avenue from Blairs Ferry Road to 600' north. The Engineer's estimate of probable cost is $90,000.

Type of Bid
Bids shall be on a Unit Price basis.

Contract Time Information

Early Start Date:	Upon Receipt of Notice to Proceed
Late Start Date:	N/A
Milestones:	None
Final Completion:	Completion Date - 11/22/2019

Bid Opening, Time, Date and Location
Sealed Bids will be received by the City Clerk at City Hall, 101 Emmons Street in Hiawatha, Iowa before 10:00am on September 12, 2019. Bids that are not received before this time will not be opened. The time a bid is submitted shall be determined by the time stamp machine maintained at the location bids are received. The bids will be opened and read aloud at 10:00am on September 12, 2019 at City Hall, 101 Emmons Street in Hiawatha, Iowa.

Contract Terms
Iowa Statewide Urban Design and Specifications (SUDAS), and City of Hiawatha, Iowa, General Supplemental Specifications to SUDAS, 2018 edition are applicable to this project, and are available on the City of Hiawatha' website (www.hiawatha-iowa.com).

Items included in the Project are exempt from State of Iowa and Local Option Sales and Use Taxes. Contractor is responsible for obtaining the exemption. Sales and Use taxes shall not be included in the Bid.

Pre-Bid Conference
A pre-Bid conference has not been scheduled for this Project.

Examination and Procurement of Documents
Copies of the Bidding Documents may be obtained from Rapids Reproductions through their website at https://rapidsrepro.com/planroom/; by phone at 319-364-2473; or in person at 6015 Huntington Ct NE, Cedar Rapids IA 52402. No deposit will be required for the documents.

Bid Documents may be examined at the following locations:

City of Hiawatha
Engineering Department
101 Emmons Street
Hiawatha, IA 52233
Ph. 319-393-1515x511
jbender@hiawatha-iowa.com

Rapids Reproductions
6015 Huntington Ct NE
Cedar Rapids IA 52402
Ph. 319-364-2473

Hall & Hall Engineers, Inc.
1860 Boyson Road
Hiawatha, IA 52233
Ph. (319) 362-9548
F. (319) 362-7595

Bid Security and Other Bonds
Each bidder shall accompany its bid with bid security as defined in Iowa Code Section 26.8, as security that the successful bidder will enter into a contract for the work bid upon and will furnish after the award of contract a corporate surety bond, in a form acceptable to the Jurisdiction, for the faithful performance of the contract, in an amount equal to one hundred percent (100%) of the amount of the contract. The bidder's security shall be in the amount of five percent (5 %) of the bid and shall be in the form of a cashier's check or a certified check drawn on an FDIC insured bank in Iowa or on an FDIC insured 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 States; or a bid bond on the form provided in the contract documents executed by a corporation authorized to contract as a surety in the State of Iowa. Bid security, other than said bid bond, shall be made payable to the City of Cedar Rapids. The bid shall contain no condition except as provided in the specifications.

Drug Free Workplace
The City of Hiawatha seeks to enhance worker safety by creating workplaces that are free of drugs and substance abuse. All contractors and subcontractors shall be responsible for pre-employment drug screening of prospective employees. All contractors and subcontractors shall have in place a drug and alcohol testing policy that conforms to the requirements of Iowa Code, and will be required to submit with their bid an affidavit attesting to this practice.

Applicable Laws and Regulations
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 Code Chapter 73.

In accordance with Iowa statutes, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country if that state or foreign country gives or requires any preference to bidders from that state or foreign country, including but not limited to any preference to bidders, the imposition of any type of labor force preference, or any other form of preferential treatment to bidders or laborers from that state or foreign country. The preference allowed shall be equal to the preference given or required by the state or foreign country in which the nonresident bidder is a resident. In the instance of a resident labor force preference, a nonresident bidder shall apply the same resident labor force preference to a public improvement in this state as would be required in the construction of a public improvement by the state or foreign country in which the nonresident bidder is a resident.

Non- Discrimination Notice
The City of Hiawatha, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

OWNER's Right to Reject Bids
The City Council of the City of Hiawatha reserves the right to reject any and all bids, to waive informalities and technicalities, and to enter into such contracts as it deems to be in the best interest of the City. The City reserves the right to defer acceptance of any proposal for 60 calendar days after the bids have been received and opened.

By order of the City Council, City of Hiawatha.

Dated this 21st day of August, 2019.

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Kari Graber, City Clerk

Posted to City of Hiawatha website and statewide services on the 23rd day of August, 2019.

00110
NOTICE OF PUBLIC HEARING
FOR 18TH AVENUE PCC PAVEMENT WIDENING

DESCRIBED AS:
PCC PAVEMENT WIDENING AND PAVEMENT MARKING TO ADD A SOUTHBOUND LEFT TURN LANE

AND LOCATED AT:
18TH AVENUE FROM BLAIRS FERRY ROAD TO 600' NORTH

Contract No. 4089-19-02

At 5:30pm, local time, on the 18th day of September, 2019 in the Council Chambers, 101 Emmons Street, Hiawatha, Iowa, the Hiawatha City Council shall hold a public hearing on the proposed improvements, including the plans, specifications, form of contract, and the opinion of the estimated total cost of the public improvements described thereby for the 18th Avenue PCC Pavement Widening project. The Hiawatha City Council has previously filed these documents with the City Clerk of the City of Hiawatha, Iowa. The City Engineer's opinion of the estimated total cost of the public improvements is $90,000. The proceedings of the City Council referring to the proposed plans, specifications, form of contract, and cost opinion are also made part of this notice. At this hearing, any interested person may appear and file written and/or oral objections to the proposed plans, specifications, form of contract or estimated cost of the public improvements.

By order of the City Council, City of Hiawatha.

Dated this 21st day of August, 2019.

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Kari Graber, City Clerk

Published in the Cedar Rapids Gazette on the 31st day of August, 2019.

DRAFT

RESOLUTION NO. 19-
City Council

RESOLUTION SETTING PUBLIC HEARING DATE FOR THE 2019 18TH AVENUE PCC PAVEMENT WIDENING PROJECT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIAWATHA, IOWA to direct the City Clerk to proceed with notification of a public hearing that will be held in the Hiawatha Council Chambers, 101 Emmons Street, before the Hiawatha City Council on Wednesday, September 18, 2019 at 5:30 P.M. to consider adoption and placing on file of plans, specifications, form of contract and estimate of cost for the 2019 18th Avenue PCC Pavement Widening Project, and further direct publication of notice to bidders.

AYES:
NAYS:
ABSENT:

PASSED AND APPROVED this 21st day of August, 2019.

_____
Bill Bennett, Mayor

ATTEST:

_____
Kari Graber, City Clerk