



City Hall, 215 Sycamore St.  
Muscatine, IA 52761-3840  
(563) 262-4141  
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**COMMUNITY DEVELOPMENT**

**Planning,  
Zoning,  
Building Safety,  
Construction Inspection Services,  
Public Health,  
Housing Inspections,  
Code Enforcement**

**MEMORANDUM**

**To:** Mayor and City Council Members

**Cc:** Gregg Mandsager, City Administrator

**From:** Andrew Fangman, City Planner

**Date:** April 30, 2012

**Re:** Obstruction Removal (Tree Removal) - Muscatine Municipal Airport

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**INTRODUCTION:** The City of Muscatine was notified by the Federal Aviation Administration (FAA) that funding would be made available to remove trees that may have grown tall enough to become obstructions.

**BACKGROUND:** In 2005, when the building restriction line was moved out as a result of the new Instrument Landing System (ILS), the City purchased a 26 acre strip of land between Runway 24 and Highway 61 from the Iowa Department of Transportation. Many trees existed on this land prior to the City purchasing it. Now it appears that some of these trees may have grown tall enough to become obstructions to Part 77 imaginary surfaces or could become obstructions in the future; therefore, they need to be removed for safety reasons. It is the intent of this project to remove all of the trees within this 26 acre area and convert the area to an agricultural use, so that the area can be easily maintained free of trees. Total funds awarded, inclusive of engineering, for the project include \$81,000 including the local match.

**RECOMMENDATION/RATIONALE:** It is recommended that City Council approve the attached resolution approving the plans, specifications, form of contract, engineers estimate and establishing a bid opening date for the project identified as "Obstruction Removal (Tree Removal)" at the Muscatine Municipal Airport.

**BACKUP INFORMATION:**

1. Resolution
2. Notice to Bidders

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION APPROVING THE PLANS, SPECIFICATIONS,  
FORM OF CONTRACT, COST ESTIMATE, AND ESTABLISHING  
A BID OPENING DATE RELATED TO THE PROJECT  
IDENTIFIED AS “OBSTRUCTION REMOVAL (TREES)” AT THE  
MUNICIPAL AIRPORT  
(AIP No. 3-19-0063-18)**

**WHEREAS,** The City Council has authorized the preparation plans, specifications, form of contract, cost estimate, and establishing a bid opening date related to the project identified as the Obstruction Removal (Trees) at Muscatine Municipal Airport, further identified as AIP No. 3-19-0063-18; and

**WHEREAS,** The City Council has conducted a public hearing to receive comments related to this Project; and

**WHEREAS,** the engineer’s estimate of \$81,000.00 for the Project will be paid through 90% federal funding and 10% local funding; and

**WHEREAS,** The City Council wishes to establish a bid opening date for the Project;

**NOW, THEREFORE, BE IT RESOLVED,** by the City Council for the City of Muscatine, that the plans, specifications, form of contract and engineers estimate are hereby approved. **BE IT FURTHER RESOLVED** that a bid opening date of May 24, 2012, is hereby established for the Project identified as “Obstruction Removal (Trees)” at the Muscatine Municipal Airport. Said bids shall be opened by the Director of Finance in the City Hall Council Chambers at 10:00 A.M. (CDT) on that day.

**PASSED, APPROVED, AND ADOPTED** by the City Council for the City of Muscatine, Iowa, on this, the 3<sup>rd</sup> day of May, 2012.

\_\_\_\_\_  
DeWayne Hopkins, Mayor

ATTEST:

\_\_\_\_\_  
Gregg Mandsager, City Clerk

## NOTICE TO BIDDERS

### Obstruction Removal (Trees)

Muscatine Municipal Airport  
City of Muscatine, Iowa  
AIP Project No.: 3-19-0063-18

Sealed bids subject to the conditions and provisions presented herein will be received by the Owner until 10:00 A.M., C.S.T. on Thursday, May 24, 2012, and then publicly opened and read at City of Muscatine, Iowa, City Council Chambers (2<sup>nd</sup> floor of City Hall), for furnishing all labor, materials and equipment and performing all work necessary to: clear and grub trees.

Copies of the bid documents including project drawings and technical specifications are on file and may be inspected at:

City of Muscatine  
City Hall  
215 Sycamore Street  
Muscatine, Iowa 52761

Construction Update Plan Room  
612 Mulberry St  
Waterloo, IA 50703

North Iowa Builders Exchange  
25 West State Street  
Mason City, IA 50401

Illowa Builders Exchange  
& Master Builders of Iowa  
520 24th Street  
Rock Island, IL 61201

Construction Update Plan Room  
& Master Builders of Iowa -  
Cedar Rapids Regional Office  
645 32nd Avenue SW, Suite C  
Cedar Rapids, IA 52404

Reed Construction Data  
Document Processing Center  
30 Technology Parkway S, Ste 100  
Norcross, GA 30092-2912

Master Builders of Iowa  
221 Park Street  
Des Moines, IA 50309

Dodge Plan Room  
3315 Central Ave  
Hot Springs, AR 71913

McGraw Hill Construction Dodge  
4300 Beltway Place, Ste. 180  
Arlington TX 76018

Dubuque Builders Exchange  
801 Cedar Cross Road  
Dubuque, IA 52003

A complete set of bid documents may be obtained from the offices of Anderson Bogert, 4001 River Ridge Drive NE, Cedar Rapids, Iowa, 52402, for a fee of \$25.00, which is refundable.

A prebid conference for this project will not be held.

**Contract Work Items:** This project will involve the following work items and estimated quantities. Prospective bidders are hereby advised that the quantities indicated herein are approximate and are subject to change per the Section 40 of the General Provisions.

- |                        |          |
|------------------------|----------|
| 1. Clearing & Grubbing | 33 Acres |
| 2. Silt Fence          | 3,780 LF |
| 3. Seeding             | 13 Acres |
| 4. Traffic Control     | 1 LS     |
| 5. Mobilization        | 1 LS     |

### Contract Time

The owner has established a contract performance time of 37 work days from the date of the Notice-to-Proceed. All project work shall be substantially completed within the stated timeframe. This project is subject to liquidated damages as prescribed within the project manual.

**Bid Security**

Each proposal must be accompanied by a bid guaranty in the amount of five (5) percent of the total amount of the bid. The bid guaranty may be by certified check or bid bond made payable to City of Muscatine, Iowa.

**Bonding Requirements**

The successful bidder will be required to furnish separate performance and payment bonds each in the amount equal to 100% of the contract price at the time of contract execution.

**Award of Contract**

All proposals submitted in accordance with the instructions presented herein will be subject to evaluation. Bids may be held by the City of Muscatine, Iowa, for a period not to exceed 120 days from the date of the bid opening for the purpose of conducting the bid evaluation.

The Owner will base the award of contract upon the lowest aggregate sum proposal submitted from those bidders the Owner confirms as being responsive and responsible. The right is reserved, as the City of Muscatine, Iowa, may require, to reject any and all bids and to waive any informality in the bids received.

Prospective Bidders are hereby advised that award of contract is contingent upon the owner receiving Federal funding assistance under the Airport Improvement Program.

**Federal Provisions**

This project is subject to the following Federal provisions, statutes and regulations:

Equal Employment Opportunity - Executive Order 11246 and 41 CFR Part 60: The Bidder's attention is called to the "Equal Opportunity Clause" and the "Standard Federal Equal Employment Opportunity Construction Contract Specifications" set forth within the supplementary provisions. The successful Bidder shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin.

Goals for Minority and Female Participation – Executive Order 11246 and 41 CFR Part 60:

1. The Bidder's attention is called to the "Equal Opportunity Clause" and the "Standard Federal Equal Employment Opportunity Construction Contract Specifications" set forth within the supplementary provisions.
2. The goals and timetables for minority and female participation, expressed in percentage terms for the contractor's aggregate workforce in each trade on all construction work in the covered area, are as follows:

Timetables:

Goals for minority participation for each trade:	3.4%
Goals for female participation in each trade:	6.9%

These goals are applicable to all of the contractor's construction work (whether or not it is Federal or federally-assisted) performed in the covered area. If the contractor performs construction work in a geographical area located outside of the geographical area where the work is actually performed. With regard to this second area, the contractor also is subject to the goals for both its Federally involved and non-federally involved construction.

Certification of Nonsegregated Facilities – 41 CFR Part 60: A certification of Nonsegregated Facilities must be submitted prior to the award of a federally-assisted construction contract exceeding \$10,000 which is not exempt from the provisions of the Equal Opportunity Clause.

Contractors receiving federally assisted construction contract awards exceeding \$10,000, which are not exempt from the provisions of the Equal Opportunity Clause will be required to provide for the forwarding of the notice to prospective subcontractors for supplies and construction contracts where the subcontracts exceed \$10,000 and are not exempt from the provisions of the Equal Opportunity Clause. The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

Disadvantaged Business Enterprise – 49 CFR Part 26: The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this DOT-assisted contracts. In accordance with 49 CFR Part 26.45, the sponsor has established a contract goal of 0 (zero) percent participation for small business concerns owned and controlled by certified socially and economically disadvantaged enterprise (DBE). The bidder shall make and document good faith efforts, as defined in Appendix A of 49 CFR Part 26, to meet this established goal.

Davis-Bacon Act, as amended – 29 CFR Part 5: The Contractor is required to comply with wage and labor provisions and to pay minimum wages in accordance with the current schedule of wage rates established by the United States Department of Labor.

Debarment, Suspension, Ineligibility and Voluntary Exclusion – 49 CFR Part 29: The bidder certifies, by submission of a proposal or acceptance of a contract, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. Individuals or companies listed in the General Services Administration's "Excluded Parties Listing System" will not be considered for award of contract.

Foreign Trade Restriction – 49 CFR Part 30

The Bidder and Bidder's subcontractors, by submission of an offer and/or execution of a contract, is required to certify that it:

- a. Is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms published by the Office of the United States Trade Representative (USTR);
- b. Has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country on said list, or is owned or controlled directly or indirectly by one or more citizens or nationals of a foreign country on said list;
- c. Has not procured any product nor subcontracted for the supply of any product for use on the project that is produced in a foreign country on said list.

Buy American Certificate – Aviation Safety and Capacity Act of 1990:

This contract is subject to the "Buy American Preferences" of the Aviation Safety and Capacity Act of 1990. Per Title 49 U.S.C. Section 50101, all steel and manufactured products installed under an AIP assisted project must be produce in the United States unless the Federal Aviation Administration has granted a formal waiver.

As a condition of bid responsiveness, Bidders must complete and submit as part of their proposal the enclosed Buy American certification. Bidder must indicate whether it intends to meet Buy America preferences by only installing steel and manufactured products produced with the United State of America; or if it intends to seek a permissible waiver to the Buy America requirements.

**Additional Provisions**

Modification to the project documents may only be made by written addendum as issued by the Owner or Owner's authorized Representative.

The bidder's proposal must be made on the forms provided within the bound project manual. Bidders must supply all required information prior to the time of bid opening.

**Submittal of Proposals**

Additional information and instruction for submittal of a proposal are provided within the Instructions-to-Bidders. Envelopes containing bids must be sealed and addressed to:

City of Muscatine, Iowa  
City Hall  
215 Sycamore Street  
Muscatine, IA 52761

The upper left hand corner of the sealed envelope must identify the following information:

**CONTRACT PROPOSAL**

Bid of {Name of Contractor}  
for construction improvements at Muscatine Municipal Airport  
AIP Project No. : 3-19-0063-18  
To be opened at: 10:00 A.M., C.S.T., Thursday, May 24, 2012