

COMMUNITY DEVELOPMENT

MEMORANDUM

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

To: Mayor and City Council Members

Cc: Gregg Mandsager, City Administrator
Dave Gobin, Community Development Director

From: Adam Thompson, Community Development Coordinator

Date: November 16, 2015

Re: Airport Electrical Upgrade Project - IDOT Project No. 9I160MUT100 -
RESOLUTION APPROVING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT,
COST ESTIMATE, AND ESTABLISHING A BID OPENING DATE

Introduction: In August 2015, the City of Muscatine was awarded funding from the Iowa DOT to upgrade airport runway electrical. The City of Muscatine continues to utilize Anderson-Bogert Engineers & Surveyors, Inc, for design and consultant services at the Muscatine Municipal Airport.

BACKGROUND: The airport electrical upgrade project continues to move forward with the support of state partners and the Muscatine City Council. The City entered in to a grant agreement to complete the project in August 2015. Anderson-Bogert has successfully completed design and is ready to move forward with the bidding process. City staff continues work closely with its state and federal partners. A public hearing was held on November 19, 2015 at 7:00 p.m. Bids will be opened on December 10th, 2015 at 2:00pm in the City Hall Council Chambers.

The engineers estimate for the entire project is \$72,500 (construction is \$60,000 and design, bidding, construction oversight and close out is \$12,500). This project is funded 85% by a grant from the State IDOT and is matched with a 15% local contribution. The local contribution amount is \$10,875 for this project and accounted for in the 2016 bond issue. Some work may be completed this year with the remaining work to be completed in early spring 2016.

RECOMMENDATION/RATIONALE: It is recommended that City Council approve the attached resolution approving the plans, specifications, form of contract, cost estimate, and setting a bid opening date related to the airport electrical upgrade project.

1. Resolution

RESOLUTION NO. _____

RESOLUTION APPROVING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT, COST ESTIMATE, AND ESTABLISHING A BID OPENING DATE RELATED TO THE AIRPORT ELECTRICAL UPGRADE PROJECT (IDOT Project No. 9I160MUT100)

WHEREAS, the City Council has for the City of Muscatine, Iowa, undertaken several improvement projects at the Muscatine Municipal Airport; and

WHEREAS, the City of Muscatine has been awarded a grant from Iowa DOT, August 2015, to upgrade airport runway electrical system; and

WHEREAS, the City of Muscatine entered into a contract with Anderson-Bogert for engineering services to design, prepare plans, specifications, bid documents, and construction oversight for the Airport Electrical Upgrade Project; and

WHEREAS, Anderson-Bogert has completed design and has developed plans and specifications; and

WHEREAS, the cost of the Airport Electrical Upgrade Project are funded through 85% state funding and 15% local funding; and

WHEREAS, a public hearing concerning the plans, specifications, cost estimate, and establish a bid opening date was held on 11/19/15 at 7:00pm;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MUSCATINE, IOWA approves the plans, specifications, cost estimate, form of contract, and establish a bid opening date for the Airport Electrical Upgrade Project at the Muscatine Municipal Airport, also known as “**IDOT Project No. 9I160MUT100**”. Said bid opening date is set for December 10, 2015, at 2:00 p.m., in the City Hall Council Chambers

PASSED, APPROVED, AND ADOPTED this 19th day of November, 2015.

CITY COUNCIL OF THE CITY OF
MUSCATINE, IOWA

ATTEST:

DeWayne Hopkins, Mayor

Gregg Mandsager, City Clerk

**NOTICE TO BIDDERS
CITY OF MUSCATINE, IOWA
UPGRADE AIRPORT ELECTRICAL SYSTEM
MUSCATINE MUNICIPAL AIRPORT**

Project Description: This project involves grounding PAPIs (2 each), grounding REILs (2 each), grounding panel service, providing panel surge protection, regulator removal, supplying and installing a regulator, and installing a spare regulator. The Engineer's opinion of probable construction cost is \$60,000.

Time and Place for Filing Sealed Proposals: Sealed bids for the work comprising each improvement as stated above must be filed before 2:00 P.M. according to the clock at the office of the City Finance Director on Thursday, December 10, 2015, in the office of the City Finance Director. Bids received after the deadline for submission of bids as stated herein shall not be considered and shall be returned to the late bidder unopened.

Time and Place Sealed Proposals will be Opened and Considered: Sealed proposals will be opened and bids tabulated at 2:00 P.M. on Thursday, December 10, 2015, in the City Council Chambers for consideration by the City of Muscatine City Council at its meeting on Thursday, December 17, 2015 or at such later time and place as may be fixed. The City of Muscatine reserves the right to reject any and all proposals including without limitation, nonconforming, nonresponsive, unbalanced, or conditional bids. The City of Muscatine reserves the right to defer acceptance of any bid for a period of forty-five (45) calendar days after receipt of bids, and no bid may be withdrawn during this period.

Time for Commencement and Completion of Work: Work on the improvement shall be commenced immediately upon approval of the contract by the Council and shall be performed regularly and diligently throughout the duration of the project. The contractor shall substantially complete the project by April 1, 2016. Should the contractor fail to complete the work in this timeframe, liquidated damages of \$500 per calendar day will be assessed for work not completed within the designated contract term.

Bid Security: Each Form of Proposal shall be accompanied in a separate envelope, bid security in the minimum amount of five percent (5%) of the total bid and as further defined in the Instructions to Bidders.

Contract Documents: Plans, specifications, and proposal forms may be obtained from Anderson Bogert by phone at 319-377-4629; or in person at 4001 River Ridge Drive NE, Cedar Rapids IA, 52402, in accordance with the Instructions to Bidders. No deposit will be required for the documents. Documents may also be viewed at the following plan rooms:

- City of Muscatine, City Hall, 215 Sycamore Street, Muscatine, IA 52761
- CMD, Document Processing Center, 30 Technology Pkwy S, Ste 500, Norcross, GA 30092-2912
- Construction Update Network, Email: mbiplanroom-dsm@mbionline.com, Phone: 515-288-7339
- North Iowa Builders Exchange, 9 North Federal Ave, Mason City, IA 50401

- McGraw Hill Construction Dodge, 4300 Beltway Place, Ste. 180, Arlington, TX 76018
- Dodge Plan Room, 3315 Central Avenue, Hot Springs, AR 71913
- BidClerk, 28 N. Clark Street, Ste. 450, Chicago, IL 60602
- iSqFt + BidClerk, Attn: Reprography, 4500 Lake Forest Dr, Ste. 502, Cincinnati, OH 45242

Required Bonding: Each successful bidder shall be required to furnish a corporate surety bond in an amount equal to 100% of its contract price. Said bond shall be issued by a responsible surety approved by the City of Muscatine and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and shall guarantee the prompt payment of all material and labor, and protect and save harmless the City of Muscatine from claims and damages of any kind caused by the operations of the contract and shall also guarantee the maintenance of the improvement caused by failures in materials and construction for a period of two years from and after acceptance of the contract.

Sales Tax Exemption: The City of Muscatine will provide each Contractor and Subcontractor for this project with a certificate of exemption and an authorization letter which can be presented to material suppliers which will allow the Contractor/Subcontractor to purchase building materials used in this contract exempt from Iowa sales tax and any applicable local option sales tax and school infrastructure local option tax. Complete information on qualifying materials and supplies can be found at www.state.ia.us/tax, the Iowa Department of Revenue and Finance (IDRF) Website. Links can be found in the Business Taxes and Local Government categories. Bids submitted for this project should be submitted on this basis.

Preference for Iowa Products and Labor: 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.

State and Federal Provisions: The Contractor shall comply with Title VI of the Civil Rights Act of 1964, 78 STAT.252, 42 U.S.C. 2000d-42 U.S.C. 2000d-4, and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21 – to the end that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving financial assistance from the Iowa DOT.

Contractors shall be required to make and document positive efforts towards utilizing Targeted Small Businesses (TSBs) on this project. Form "TSB Pre-Bid Contact Information" shall be required to be submitted with bids on this project.
Published upon order of the City Council of Muscatine, Iowa.

CITY OF MUSCATINE, IOWA

BY: _____
Gregg Mandsager, City Administrator