

**SECTION 00 11 13  
ADVERTISEMENT FOR BIDS**

**NOTICE OF LETTING**

**Description of Work: Shenandoah K-8 School HVAC Upgrades**

Scope of work includes, but is not limited to the following: the one-for-one replacement of the existing cooling tower, boilers, associated pumps, and electrical components. The existing building automation system (BAS) is the Tridium Niagara software platform. The new controls will be compatible with the existing software. The project includes the installation of an astronomical timer for the exterior lighting control.

The **Shenandoah K-8 School HVAC Upgrades** will occur at 601 Dr. Creighton Circle, Shenandoah, Iowa 51601. The above scope of work will be bid as a single bid package.

**Engineer:**

IMEG Consultants Corporation  
2882 106<sup>th</sup> Street  
Des Moines, Iowa 50322  
Telephone: 515-334-4325  
David Inghram, PE, LEED AP  
Email: david.c.inghram@imegcorp.com

**Construction Manager as Agent:**

Carl A. Nelson & Company  
1815 Des Moines Avenue  
Burlington, IA 52601  
Telephone: 319-754-8415  
Cindy Larson, Project Manger  
Email: clarson@carlanelsonco.com

**Pre-Bid Meeting and Tour:** A pre-bid meeting will be held on January 28, 2025, at 2:30 PM at the District Administrative Office, located at 304 West Nishna Road, Shenandoah, Iowa 51601. Check-in at the office and meet in the board room. A tour of the K8 Building will follow the meeting. Attendance is recommended but is not mandatory

**Bid Opening Time, Date and Location**

Shenandoah Community School District will receive Bids on or before 3:30 PM on February 6, 2025, at the District Administrative Office, at the Office of the Superintendent, located at 304 West Nishna Road, Shenandoah, Iowa 51601; Attn: Dr. Kerri Nelson, Superintendent. Bids received after this time will not be accepted. A public Bid Opening will be held at the District Administrative Office – Administrative Board Room located at 304 West Nishan Road, Shenandoah, Iowa 51601, immediately following. The bids will be presented to and considered by the Board of Directors of the Shenandoah Community School District at 5:00 PM on February 10, 2025 in the District Administrative Office – Administrative Board Room located at 304 West Nishan Road, Shenandoah, Iowa 51601 and such proposals received will be acted upon at such time and place or at such later time and place as may then be fixed.

Owner will issue an authorization letter and tax exemption certificate to the contractor and/or subcontractors for the purchase of building materials, supplies, and equipment to be incorporated into the work, on this project only. **DO NOT INCLUDE THIS SALES TAX ON YOUR BID FORM.**

No bid may be withdrawn for a period of 45 calendar days after the date of the scheduled closing time for the receipt of bids.

## **Type of Bid**

Bids shall be based on a lump sum contract with a single prime contract.

## **Examination of the Documents**

The Bid Documents may be examined at the following: online websites for iSqFt <https://go.isqft.com/IA.html> or Action Reprographics <https://actionrepro.com/>

Bid Documents may be ordered by contacting Action Reprographics which is located at 5037 NE 14<sup>th</sup> Street, Des Moines, IA 50313. Contact Andrew Heslinga ([andrew@actionrepro.com](mailto:andrew@actionrepro.com)) or by phone: 515-288-2146. There will be a \$75 refundable deposit required on the plans and specifications. Unsuccessful bidders must return their drawings and specifications to Action Reprographics or Carl A. Nelson & Company, 1815 Des Moines Ave., Burlington, Iowa 52601 in good condition, and within 14 days of the award of contracts in order to receive a refund of their deposit.

## **Bid Security and other Bonds**

Bid security in the amount of five percent of the Bid must accompany each Bid in accordance with the Instruction to Bidders. The successful bidder shall be required to provide performance and payment bonds, each in the amount of 100 percent of the Contract Price.

## **Schedule**

Notice of Award will be issued within 45 days of the receipt of the bids.

Construction Period: Approximately three months (starting May 26, 2025). Refer to specification section 00 31 13 Preliminary Schedule.

## **Owner's Right to Reject Bids**

The Shenandoah Community School District, Board of Directors reserves the right to reject any and all bids, to waive informalities and technicalities, and to enter such contracts as it deems in the best interest of the District.

Bidders shall be prepared to submit a performance bond and payment bond conditioned on the faithful performance of the contract. Out-of-state bidders shall be prepared to submit an Out-of-State Contractor Bond to the Iowa Division of Labor in accordance with Chapter 91C of the Code of Iowa.

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

Iowa law provides that on public improvements a resident bidder shall be allowed 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. The preference so allowed shall be equivalent to the preference given or required by the state or foreign country in which the nonresident bidder is a resident.

It is the intent of the Owner to award a contract or multiple contracts to the lowest responsible, responsive bidder provided the bid has been submitted in accordance with the bidding requirements. The Owner reserves the right to waive informalities or irregularities. The Owner reserves the right to reject any or all bids.

Published by order of the Board of Directors of Shenandoah Community School District.

By: Dr. Kerri Nelson

Title: Superintendent

**END OF SECTION**