

## Notice to Bidders

Notice is hereby given that the Harrison County Iowa Board of Supervisors will be receiving bids for the proposed roof replacement at the Harrison County Courthouse until Thursday, September 21, 2017 at 10:30 am, local time. The clock that will be used to determine the official end of the bid period will be designated by the Harrison County Auditor. Sealed bids are to be delivered to the County Auditor's Office located on the Second Floor of the Harrison County Courthouse at 111 N. 2<sup>nd</sup> Avenue, Logan, IA 51546. Bids must be delivered in a sealed envelope marked **Harrison County Courthouse – Roof Replacement Bid**. Bid proposals shall be made only on the Bid Form provided in the Project Manual. Oral, facsimile, electronic or late submissions will not be considered. The Bid Security shall be included within the sealed bid envelope.

A pre-bid conference will be held on Friday, September 15, 2017 at 9:30 am at the Courthouse. All bidders are required to visit the roof prior to submitting a bid; attendance at the pre-bid meeting is encouraged but not mandatory.

Immediately following the conclusion of the bid period, bids will be opened and publicly read aloud in the courthouse, in a location designated by the County. All bids must remain open to acceptance and not withdrawn or revoked for a period of sixty (60) days immediately following the closing of the bid period. The bids will be considered immediately following receipt through the processes established by the County. It is the intent of the County that the Work commence as soon as possible after the potential Award of a Contract, and be completed within a working period of approximately eight (8) weeks.

The Owner shall reserve the right to reject any or all bids, and to waive any informality or irregularity and to accept the bid which is in the best interest of the Owner.

Project Summary: The Work includes complete removal and proper disposal of existing roofing at the Harrison County Courthouse, consisting of EPDM, Metal Shingles, and prior roofing systems, including all underlayments. Tear-off materials include known Asbestos Containing Material (ACM); removal and disposal of which is included in the Work. After removal of all existing roofing systems, new cover board and EPDM single ply roofing will be installed in areas of flat roofing; new underlayment and simulated slate roof shingles will be installed over steep slope roofing areas; new underlayment and pressed copper shingles will be installed over the dome roof. The Work includes the complete removal and replacement of the skylight located atop the dome.

Bid Documents are available in electronic format from Roofing Solutions, Inc. upon request, and will be delivered only by email, at no cost. Contact Mr. Ryan Hausman via phone at 913-897-1840, or email, [rhausman@roofingsolutionsinc.com](mailto:rhausman@roofingsolutionsinc.com) to request Bidding Documents. Parties requesting Bidding Documents will at minimum provide the following information, prior to release of documents, to be maintained on a plan holders list: Company Name, Company Address, Individual Contact Name, Phone Number, and Valid Email Address (to which Bidding Documents will be sent).

Sales or use tax shall not be included in the bid. Pursuant to Iowa Code Sections 422.42 (15) & (16), and 422.47 (5), at the time a Construction Contract is issued, the Owner will also issue an Exemption Authorization Letter and a Designated Exemption Entity, Iowa Construction Sales Tax Exemption Certificate for the purchase or use of building materials, supplies and equipment that will be used in the performance of the Work.

A Bid Security must be included with the bid, Pursuant to Iowa Code Section 26.8, and as indicated in the Project Manual, ensuring that the successful bidder will enter into a contract for the Work, and will furnish, after the award of the Contract, a Performance and Payment Bond.

Upon award of a contract, the Contractor shall be required to furnish a Performance and Payment Bond equal to 100% of the Contract amount, as indicated in the Project Manual. Additionally, the Contractor shall furnish a current Certificate of Insurance showing covering consistent or exceeding that specified in the Project Manual.

Dated this 31th day of August, 2017

By: Susan Bonham

Title: Harrison County Auditor