

SECTION 001113

NOTICE TO BIDDERS FOR THE Lake Mills CSD Gym: HVAC and Lighting Replacement  
and Lake Mills Community School District, hereafter referred to as the Owner.

Notice is hereby given that the Owner, at 102 South 4th Avenue East, Lake Mills, IA 50450  
invites contractors to submit bids for this project and that a public hearing will be held on the on the project.

Project Description: The proposed project consists of mechanical and lighting replacement in the Gym. Structural and  
Roof assembly modification as required for new Roof Top Units.

Bid Type:

One lump sum contract will be awarded at the appointed time and place.

See bid form for Contingency, Submittal software and special inspections management.

Pre-Bid Conference: A pre-bid meeting for all Contractors, Subcontractors and suppliers will be held at 102 South 4th  
Avenue East, Lake Mills, IA 50450, in the conference room.

On 2/24/26 at 11 AM CST local time.

Project Access: The building will be available for inspection during the pre-bid meeting or by appointment with the  
Owner: Superintendent Chris Rogne. [crogne@lake-mills.org](mailto:crogne@lake-mills.org)

All Project Questions: [DavidD@martingardnerarch.com](mailto:DavidD@martingardnerarch.com) 319-200-8464

Documents: Plans and specifications governing construction of the proposed project have been prepared by Martin  
Gardner Architecture PC., Marion, Iowa as Architect. All materials and procedures shall be in strict accordance with  
said plans and specifications referred to and defining said proposed improvements and are hereby made a part of this  
Advertisement and of the proposed contract by reference, and that the contract shall be executed in compliance  
therewith.

Document Availability: Plans and specifications and proposed contract documents may be examined at locations as  
outlined in the Construction Documents. Copies of the plans and specifications, form of contract and bid form may be  
obtained from Rapids Reproductions, 6015 Huntington Court NE, Cedar Rapids, IA 52402, (319) 364-2473. You may  
also access and request plans by visiting their online Plan Room on their website at [www.RapidsRepro.com](http://www.RapidsRepro.com). Rapids  
Reproductions will issue plans to all Contractors. A maximum of two sets of Construction Documents will be provided to  
each General Contractor upon delivery of a \$250 per set refundable deposit made payable to the Architect but  
delivered to Rapids Reproductions Cedar Rapids office. All other Subcontractors and Suppliers may obtain one set of  
Construction Documents upon delivery of a \$250 per set refundable deposit made payable to the Architect but  
delivered to Rapids Reproductions Cedar Rapids office. A link to the drawings and specifications are also available at  
the architect's website [www.MartinGardnerArch.com](http://www.MartinGardnerArch.com). Plans and specifications to be viewed are in Adobe .pdf format  
and may be downloaded and printed. Be aware that no warranty as to the compatibility of your computer software or  
hardware with the files provided is made. Variations between the printed files provided above by the Architect and  
these electronic files may exist. In the event that a conflict does exist, the printed documents issued by the Architect will  
take precedence over the downloaded files.

Bid Forms: All bids shall be on the forms provided in the specifications for project. The provided forms of proposal  
shall be submitted at the time required for bids.

**Bid Security:** Each bid shall be accompanied by a bid bond, certified check, cashier's check or credit union certified share draft, in a separate sealed envelope in an amount equal to five percent (5%) of the total amount of the bid. If bid bond is submitted, it must be on an approved AIA bid bond form. The certified check or cashier's check shall be drawn on a bank in Iowa or a bank chartered under the laws of the United States of America; certified share draft shall be drawn on a credit union chartered under the laws of the United States. Bid security should be made payable to the Owner as security that if awarded a contract the bidder will enter into a contract at the prices bid and furnish the required Contractor's Bonds, Certificate of Insurance, and other materials as may be required in the contract documents. The certified check, cashier's check, or certified share draft may be cashed, or the Bid Bond forfeited, and the proceeds retained as liquidated damages if the Bidder fails to execute a contract and file acceptable Certificate of Insurance within ten (10) days after the acceptance of the proposal by the Owner. No bidder may withdraw a proposal within thirty (30) days after the date set for opening bids.

**Project Bonding:** The successful bidder shall be required to furnish a Contractor's Performance and Labor and Material Payment Bond on an approved AIA form in an amount equal to one hundred percent (100%) of the contract price. The bonds are to be issued by responsible surety, approved by the Owner, and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and shall guarantee the prompt payment for and of all materials and protect and save harmless the Owner from all claims and damages of any kind caused by the operation of the Contractor, and shall guarantee the work contracted for a period of one (1) year from the date of final acceptance of the improvements by the Owner.

**Sales Tax:** The said project is a tax-exempt project. The Owner will issue exemption certificates from the Iowa Department of Revenue, as specified in the 701 Iowa Administrative Code, Chapter 19, Rule 19.12. These certificates shall be used by the successful bidder when purchasing materials or the completion of the project.

**Bid Filing:** All bids must be filed with the School Business Manager so that they are properly time stamped and received, located at 102 South 4th Avenue East, Lake Mills, IA 50450, on or before 11:00 AM local time, March 10, 2026. Bids received after this time will not be accepted.

**Bid Opening:** Bids will be opened and publicly read aloud immediately after specified closing time at 102 South 4th Avenue East, Lake Mills, IA 50450, 11:00 AM CST local time, March 10, 2026.

**Construction Contingency included by Bidder:** Bidder is to include separate construction contingency as indicated on bid form.

GENERAL CONTRACTOR TO INCLUDE 5% CONSTRUCTION CONTINGENCY ALLOWANCE, BEYOND BASE BID.

- 2.5% MAY BE USED AT THE DISCRETION OF THE BUILDER AS REQUIRED FOR THE EXECUTION OF THE PROJECT. GENERAL CONTRACTOR TO INVENTORY ALL CONTENT: DESCRIPTION, DATE, COST/QUOTE. FUNDS NOT UTILIZED TO BE RETURNED TO DISTRICT AT PROJECT COMPLETION.
- 2.5% MAY BE USED AT THE DISCRETION OF THE DISTRICT AFTER FORMAL CHANGE REQUEST HAS BEEN VETTED BY ENGINEER/ARCHITECT AND APPROVED BY THE DISTRICT. FUNDS NOT UTILIZED TO BE RETURNED TO DISTRICT AT PROJECT COMPLETION

**Special Inspections:** Scope- as noted on structural drawing. Managed/scheduled by Contractor. Furnished by Owner's Special Inspection vendor. Contractor factor in inspection time into schedule.

Award of Contract: Notice is hereby given that the Owner will meet at the location and time designated above at which time and place the Owner will consider bids for said construction

Progress Payments: Payment to the Contractor will be made in monthly estimates and one final payment. Monthly estimates will be equivalent to ninety-five percent (95%) of the contract value of the work completed during the preceding calendar month. Such payments will in no way be construed as an act of acceptance for any of the work partially or totally completed.

Final Payment: Final payment to Contractor will be made no earlier than forty-five (45) days from and after final acceptance of work by the Owner, subject to the contract conditions and in accordance with the provisions of Iowa Code chapters 26 and 573.

Project Construction Schedule: The work under the contract shall commence on or before the date specified in the written 'Notice to Proceed' or in lieu of the notice to proceed, the execution of the contract for construction, and shall be Substantially Completed on or before July 17, 2026 and fully completed and ready for acceptance no later than July 24, 2026.

Iowa Preference: By virtue of statutory authority, preference will be given to products and provisions grown and produced within the State of Iowa and to Iowa domestic labor.

The Owner hereby reserves the right to reject any or all bids and to waive informalities and irregularities and to accept the lowest responsive and responsible bid.

Published upon order of the Lake Mills Community School District

Drake Abbey  
Board Secretary/Business Manager

By \_\_\_\_\_

Attest: \_\_\_\_\_