

Emmet COUNTY WETLAND PROJECT
Emm1003114B - BID NO. 25-17
PREBID MEETING
November 19, 2025, 11:00 AM

Tracy Bruun, Division of Soil Conservation and Water Quality (Division) opened the meeting.

A) Introductions

- Sara Smith, Engineer with Division
- Alonzo Barkley, Ducks Unlimited (DU)
- Others: See sign-in sheet
- There are four projects being bid at this time. Opening 12/17/2025.
 - Emm1003114B 25-17; Sac873514C 25-18; Winn970905C 25-19 and Winn981024D 25-20This wetland project is part of the Water Quality Initiative that is being used to help implement the Iowa Nutrient Reduction Strategy.

B) Bidding

1. Time of Completion:

- The final date for completion of all work except for seeding is set for **December 15, 2026**.
- The final date for completion of seeding is **December 15, 2026**.

2. Liquidated Damages:

- There are liquidated damages provisions - absent a No-Fault Extension
- If all work except for seeding is not completed by June 15, 2026, \$175 per day.
- If the seeding is not subsequently completed by June 30, 2026, \$125 per day.

3. Taxes:

- There is no sales tax for materials purchased
- This should be considered when determining the unit prices submitted in the bid

4. Measurement and Payment:

- The specifications describe the method to be used in measuring and calculating the payment quantities
- Payments will be made based on monthly estimates at 97% of the work completed
- Mobilization is paid as percentage completed of the lump sum (less retainage)
- 97% of the cost of materials stored on site can be paid by submitted an invoice

5. Method of Bidding:

- This is a unit price contract
- Prices shall cover complete work and include all costs incidental thereto unless otherwise indicated
- The base bid includes all items 1 through 22 (crop damage). A separate Document CC was provided with the bid package that may be used as a worksheet
- ALL bids must be submitted through our IMPACS site.
- Any questions must be submitted to us by **Monday, December 1**.
- Make sure acknowledged the addendum, if applicable

- If work is added to the contract after execution a Change Order or Contract Amendment will be issued as required
- Extension of the contract completion date(s), a Contract Amendment

6. Submission of Bids and Bid Security:

- Bids must be submitted on the 'Items' page within IMPACS and shall include a bid bond in the amount of ten percent (10%) within the 'Prerequisites' page on this IMPACS post.

<https://iowaagriculture.gov/dscwq/requests-proposals> (IDALS site)

<https://das.iowa.gov/vendors/bidding-opportunities#vendor-bid-opportunities> (IMPACS site)

- View Other Agency Hosted Solicitations
Sort by Agency: Agriculture & Land Stewardship

<https://solutions.scquest.com/apps/Router/SupplierLogin?CustOrg=DASIowa> (Log into IMPACS)

- Bidders must also be registered with the Iowa Department of Inspections, Appeals, & Licensing https://laborportal.iwd.iowa.gov/iwd_portal/dashboards/contractor-home

IMPACS “101”

Page 1 – Summary

Page 2 – Prerequisites: Question 3 – Upload Bid Bond & Doc EE

(1 file) Page 3 – Buyer(IDALS) Attachments including addendum, if applicable Page 4 – Supplier(You) Attachments, shouldn't need

Page 5 – Questions: answer 1 & 2; #3 is where you will upload doc CC 1-3 (proposal & affidavit) Page 6 – Items: enter in each unit cost, note you need to hit “enter” for it to calculate

You do not need to complete the Estimated Delivery date

Page 7 – Review & Submit: Green check marks, check the Certification at the bottom and submit

- **Any time prior to close, you may withdraw or edit you bid.**
- Doc CC must be signed by a legally authorized representative of the Bidder and notarized.
- All issued addendum shall be acknowledged as received by the Bidder.
- Do not submit Plans or Specifications with the bid. If this form is not accurately completed, this shall prevent the reading of that Bidder's bid.
- Bid Security or bid bond, ten percent (10%) of the base bid. If the Bidder elects to use a bid bond, the bidder shall complete Proposal Guarantee Bond (Document EE) and upload with the Bid Bond (1 file)
- **All bids are due no later than 3:00 PM Wednesday, December 17 via IMPACS**
- Bids received after this time will be locked out.
- **Bids may NOT be mailed or hand delivered.**

7. Evaluation of bids and award of Construction Contract:

- Shall be awarded to the lowest responsible responsive bidder as determined by the Division.
- The Division may consider such factors as alternates, bid price, experience, contracts in default, responsibility of the Bidder, and similar factors
- IMPACS generate the Bid tab. Still email to bidders. Other plan holders or interested parties must request bid tabulations.

8. Bidder's Qualifications:

1. Required to be registered with the Iowa Department of Inspections, Appeals & Licensing
2. Upon request from the Division, submit a statement of Bidder's qualifications including experience, any contracts that are in default, available equipment, personnel, and financial ability

9. Execution of Contract:

1. Contracts will not be issued via IMPACS at this time.
2. required to:
 - ✓ execute the Contract;
 - ✓ obtain the appropriate insurance coverage and Performance/Payment Bond;
 - ✓ provide their Iowa Department of Inspections, Appeals & Licensing Registration Number;
 - ✓ Construction Progress Schedule (Document JJ)

within fourteen (14) calendar days from the date of receipt of the Notice-of-Award.

3. The Division, within fourteen (14) days of receipt shall sign the Contract
Should the Division fail to do so, the Contractor may withdraw in writing the signed Contract

10. The Notice-to-Proceed

- a. shall be issued within five (5) days of the execution of the Contract by the Division, provided that the Construction Progress Schedule has been accepted by the Division.
- b. additional time required, the time to issue the Notice-to-Proceed may be extended
- c. If the Notice-to-Proceed has not been issued within a thirty (30) day period, or within a greater period mutually agreed upon, the Contractor may terminate the Contract

11. Questions and Addenda:

- Questions concerning the Plans and Construction Specifications direct to Andrew Schippers aschippers@ducks.org 837-704-3286 or Alonzo Barkley abarkley@ducks.org 515-570-9276 and must copy Tracy Bruun: tracy.bruun@iowaagriculture.gov with the Division.
- All other questions concerning the Contract Documents should be addressed to Tracy Bruun, Division: 515 344-6279 or tracy.bruun@iowaagriculture.gov.
- Any oral interpretations given shall be valid only if confirmed by written addendum.
- All interpretation requests should be addressed in writing and received no later than 3:00 PM December 1.

The Division reserves the right to revise or amend the Contract Documents prior to close. Such revisions and amendments shall be announced by an addendum. Copies of such addenda shall be furnished to all plan holders.

C) Engineer's Discussion:

Project Overview: Alonzo Barkley provided the following project overview:

- The design features sheetpile open flow structure forming a 8.2 acre pool
- One tile line is adjusted to outlet 1' above pool
- A water control structure provides drawdown capability
- Two submerged berms increase mixing in the wetland and improve function as a water quality wetland.

Project Item Overview:

1. Site Stripping and Preparation
 - a) The item for site stripping and preparation includes stripping the first 12" of topsoil beneath structures and wetland grading areas
 - b) The stripped material will be stockpiled for respread under a separate item
 - c) Any necessary clearing and grubbing falls under this item.
 - d) DNR has previously cut trees which will be removed as part of this item
2. Crop Damages
 - a) This is a pass through item
3. Structure Seeding
 - a. The item for structure seeding shall consist of preparation, seeding, mulching and fertilizing structures.
 - b. Refer to specifications for seed mix, application rates etc.
 - c. The seed mix is a smooth brome single species planting
 - d. Depending on the seeding dates a companion crop may be needed
4. Buffer Seeding
 - a. The item for buffer seeding includes seeding other disturbed areas not included in the structure seeding.
 - b. Refer to the specifications for application methods etc.
 - c. In general the mix is a native mix
5. Mobilization and demobilization
 - a. Bid item for mobilization includes all labor, material, and equipment. The item includes transportation and any outside coordination or work necessary to complete the project successfully.
 - b. Mobilization includes any haul road and or access necessary as well as restoration after the project is completed.
 - c. No additional payments will be made if additional mobilization are needed due to factors outside IDALS and DU's control.
6. Drainage Tile Investigation
 - a. Bid item for tile investigation includes all work associated with locating, repair and or capping and plugging any tile encountered during construction.
 - b. Special attention is needed during the berm core construction. Contractor shall look for signs of existing tile trench
7. Steel Sheet Piling
 - a. Bid item includes all work to install the sheet pile according to plan and specification.
8. Excavation General
 - a. Bid item for excavation general includes excavation of material needed for the berm core as well as excavation of the sedimentation basin, inlet/outlet channels, wetland grading, spillways and riffle areas.
 - b. The first 12" of stripping in these areas is included in the stripping item.
9. Earthfill General
 - a. Bid item for earthfill general includes earthfill required for the submerged berms, channel fill and pipe cover
 - b. Refer to the specifications for the compaction requirements.

- c. Cohesive material found during general excavation can be used
 - d. Sand and or excessively gravelly material will NOT be used
 - e. The project engineer will make the final determination if the material is suitable
10. Earthfill General Dam
- a. Bid item for earthfill general dam includes excavations and earthfills and compaction necessary for berm construction except for the berm core.
 - b. Refer to the specifications for the compaction requirements.
 - c. Cohesive material found during general excavation can be used
 - d. Sand and or excessively gravelly material will NOT be used
 - e. The project engineer will make the final determination if the material is suitable
11. Earthfill Dam Core
- a. Bid item for earthfill berm core shall include all excavations earthfill and compaction necessary for the berm core construction.
 - b. Refer to the specifications for the compaction requirements
 - c. Material used for the berm core shall only come from the borrow location OR as directed by the construction manager.
12. Drainfill Sand
- a. Bid item for drainfill sand includes drainfill brought to site for construction of drainage systems and filter diaphragm as shown.
 - b. See Sheet C305 for general details and locations.
13. Topsoil Placement
- a. The item for topsoil placement includes spreading topsoil previously stockpiled. 6" of topsoil will be respread over all areas to receive seeding.
14. Through 20 Pipe Items
- a. The pipe and structure items include all excavation, backfill, labor, fittings etc. to install functional systems. The plans should be used to bid
 - b. Plans show a general layout any additional bends or fittings etc. needed should be included by the contractor.
 - c. The Aluminum pipe and structures are aluminum – NOT aluminized or CMP. Make sure your supplier quotes you aluminum.
 - d. No additional payments will be made for a bid including the wrong material.
 - e. Make sure your supplier includes the bend in the WCS structure. We've seen them provide straight through structures that are not intended to be straight through.
 - f. It's recommended the WCS system be dug out and laid out prior to install.
27. Class E Riprap
- a. The item for Class E Riprap includes material and installation of IA DOT Class E Riprap
 - b. Fabric laid parallel to flow is required under all riprap
28. Grout
- a. The item for grout includes all grout for the grouted riprap portions as shown.
 - b. Contractor should include the pump and any necessary accommodation for the pump in this item or in mobilization as necessary
29. Dewatering
- a. Dewatering is considered incidental to the project.

D) Comments, Questions and Answers:

- 1) **Question:** The riprap at the sediment basin: Does the riprap get grouted?
Answer: The riprap at the sediment basin is not grouted. The only grouted riprap is at the sheet pile weir.
- 2) **Question:** A vendor has made a note of Aluminized risers & CMP. Is this acceptable for DU's Bid Items #16, 17, 23?
Answer: Aluminized is not acceptable for those items. The specification for coated CMP in the materials section is for the pipe/tile outlets, DU's Bid Items #19 and 20.
- 3) **Question:** Bid item #6 drain tile investigation: Does this only apply the 10" tile where the 12" HDPE DW (C204) intercepts or is there other locations? Is the intent to take offline the 10". I don't see notes identifying "remove".
Answer: Note 6 on Plan C002 states that DU's Bid Item #6 consists of tile investigation, location, repair, removal and/or capping/plugging of subsurface drains (tile) in wetland restoration area. Since all existing tiles must be removed if found under the sediment forebay, wetland pool and dike, DU conducted a drain tile investigation, with the tile locates shown throughout the plans. However, additional tile investigation will be needed during construction to ensure that no working tile remains under the sediment forebay, pool, dike and core trench. Any existing tile found in the project area must be properly outlet with CMP at 1 foot above the normal pool elevation or rerouted.
- 4) **Comment:** Construction site access was also discussed during the pre-bid meeting. The proposed construction site access is included with DU's Bid Item #5 "Mobilization and Demobilization" and is noted on Plan C101 entering on 560th Ave, on property owned by Neary Farms. However, Neary Farms requested to evaluate an alternative construction site access entering on the neighbor's Animal Feeding Operation also on 560th Ave and was briefly discussed. The Division and DU will explore this option further, and if viable, it will be further discussed with the selected contractor.