



IOWA DEPARTMENT OF AGRICULTURE & LAND STEWARDSHIP

Division of Soil Conservation and Water Quality

Cover Sheet

To:	All plan holders	From:	Tracy Bruun, Division
Pages:	8	Phone:	515-344-6279
Re:	Mah751636C Nutrient Reduction Wetland (Bid 25-15)	Date:	October 21, 2025

Comments:	Page
• Cover Sheet	1
• Pre-Bid Meeting Minutes	2-6
• Pre-Bid meeting attendance list	7
• Updated plan holders list	8
• Electronic files for grading can be obtained by e-mail by contacting Michael Otten with Shiver Hattery at 515-975-2925 or motten@shive-hattery.com .	

- END OF COVER PAGE -

MAHASKA COUNTY WETLAND PROJECT
MAH751636C - BID NO. 25-15
PREBID MEETING
October 7, 2025 - 10:00 AM

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

A) Introductions

- Mike Bourland, Engineer with Division
- Shiver-Hattery Inc, Dan Jensen & Michael Otten
- Others:

- There are five projects being bid at this time. Opening 10/08 Calhoun - Cal883301A/Cal883220A, Carroll - Car853313A Counties. Opening 10/28 Mahaska - Mah751636C, Greene – Gre853019D, and Floyd - Flo971523B

- This 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 **June 15, 2026**.
- The final date for completion of seeding is **June 30, 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 32** (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 **October 14, 2025**.
- 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 3:00:00 PM Tuesday, October 28, 2025 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 Dan Jensen: djensen@shive-hattery.com with Dan Jensen 641-373-1068
or Michael Otten: motten@shive-hattery.com 515-975-2925
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 October, 14 2025.

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.

PRE-BID MEETING SUMMARY

PROJECT: IDALS – MAH751636C Boender Wetland

CLIENT: IDALS

MEETING DATE: October 7th, 2025

TIME: 10:00 A.M.

MEETING LOCATION: Oskaloosa Library
301 S Market St
Oskaloosa IA 52577

G. Project Aspects Discussion

1. Plan Sheet Discussion:

- a. C000 Cover Sheet
- b. C001 Project Notes and Quantities
 - i. Estimate reference information
 - ii. General Notes
- c. CD01 Existing Conditions & Removals
 - i. Access location
 - ii. Any access improvements needed and access restoration are incidental
 - iii. Tile removals
- d. C201 Grading Plan
 - i. Wetland embankment and pool grading
 - ii. Forebay grading – ensure full depths at project completion
 - iii. Review terrace and flattening steep slopes north of wetland pool
 - iv. New fence installed along south project border
 - 1. Review gate installation location during construction with landowner.
- e. C202 Cut-Fill Plan
 - i. Site is assumed to balance
 - ii. Scarify and recompact within pool and embankment
 - iii. Soil testing and soil neutralization required due to historical mine site footprint east of the embankment
 - iv. Notify engineer if mine spoils and unsuitable soils are discovered. These should not be utilized in the embankment and may be able to be utilized for fill along the slope flattening.
- f. C301 Dam Embankment Plan and Profile
 - i. Core trench
- g. C302 Principal Spillway Plan and Profile
 - i. Concrete riser structure with RCPP pipe and flared end section
 - 1. Discussed need to add a small berm of soil out to the drawdown structure for log removal.
 - ii. Concrete anti-seepage collars
 - iii. Nyloplast drawdown structure – ensure riser integrity while placing erosion stone around it
 - iv. Grouted rip rap protection
- h. C303 Tile Plan & Profile
- i. C304 Wetland Plan & Profile
- j. C501-503 Construction Details



- k. C601 Seeding Plan
 - i. Seed all disturbed areas
 - ii. Seed shall be drilled

Tuesday, October 7, 2025 10:00 AM

Oskaloosa Library

301 S Market ST

Oskaloosa
641-673-0441

If I can't read your handwriting, I may not be able to send you the addendum or other pertinent information.

	Name	Company/Affiliation	City State	Email	Phone
1	Tracy Bruun	Division	Des Moines IA 50309	tracy.bruun@iowaagriculture.gov	515-344-6279
2	Mike Bourland	Division	Des Moines IA 50309	mike.bourland@iowaagriculture.gov	515-242-6130
3	Dan Jensen	Shive-Hattery	West Des Moines	djensen@shive-hattery.com	641-373-1068
4	Michael Otten	Shive-Hattery Engineer of Record	West Des Moines	motten@shive-hattery	515-975-2925
5	Dana Holland	IDDA - WFS	Marshalltown	dmholland@mchsi.com	641-485-8760
6	BJ Boender		Oskaloosa	bjnoender@yahoo.com	641-660-3775
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Key: **Y** = on plan holders list, submitted bid; **X** = on plan holders list, did not submit bid; **NP** = not on plan holders list, submitted bid; IDALS staff, PR=Plan Room; C=Engineer of Record

Division of Soil Conservation & Water Quality - Water Resources Bureau									
Plan Holders List for Bid					Project ID				
	Name	Email	Company	Street Address	City	State	Zip code	Phone	
C	Dan Jensen	djensen@shive-hattery.com	Shive-Hattery		West Des Monies	IA		641-373-1068	
C	Michael Otten	motten@shive-hattery.com	Shive-Hattery		West Des Monies	IA		515-975-2925	
IDALS	Mike Bourland	mike.bourland@iowaagriculture.gov	IA Dept of Ag & Land Stewardship	502 E 9th St	Des Moines	IA	50319	515-242-6130	
IDALS	Tracy Bruun	tracy.bruun@iowaagriculture.gov	IA Dept of Ag & Land Stewardship	502 E 9th St	Des Moines	IA	50319	515-344-6279	
PR1	Julie Knutson	jknudson@mbi.build	Construction Update Network	4100 Westwon Pkwy	West Des Moines	IA	50266	712-276-3681	
PR1	Cindy Adams	Cadams@mbi.build	Master Builders of Iowa	221 Park Street	Des Moines	IA	50309	515-288-7339	
PR2	Alarice Dionela	clarice.dionela@construction.com	Dodge Construction Network						
PR2	Rechie Manalop	Rechie.Manalop@construction.com	Dodge Construction Network						
Y	Aaron Crane	arcrane1250@gmail.com	Aaron Crane Construction LLC	1833 120th St	Manchester	IA	52057	563-920-1250	
Y	Logan Van Dyke	bandlseeding@gmail.com	B&L Seeding, LLC	88 Highland Avenue	Dumont	IA	50625	641-512-1732	
Y	Derek Ludovissy	ludovissyenterprises@gmail.com	Ludovissy Enterprises	702 S. 2nd St PO Box 714	Guttenberg	IA	52052	563-880-4866	
Y	Karissa Gilchrist	office@cstoneinc.com	CornerStone Excavating Inc	1320 W Main ST PO Box 928	Washington	IA	52353	319-653-3957	
Y	Cavan Mittag-McNaught	Cavan@preiriemoon.com	Prairie Moon Nursey						