

NOTICE AND CALL OF PUBLIC MEETING

Governmental Body: The Board of Trustees of Marshalltown Water Works, City of Marshalltown, State of Iowa.

Date of Meeting: June 3, 2025

Time of Meeting: 12 o'clock P.M.


Place of Meeting: Board Room, Marshalltown Water Works Main Office, 205 East State Street, Marshalltown, Iowa

PUBLIC NOTICE IS HEREBY GIVEN that the above mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for the meeting is as follows:

Reverse Osmosis Membrane Treatment Process Train project

- Resolution ordering construction of the Reverse Osmosis Membrane Treatment Process Train project, and fixing a date for hearing thereon and taking of bids therefor.

This notice is given at the direction of the Chairperson pursuant to Chapter 21, Code of Iowa, and the local rules of the governmental body.



Secretary of the Board of Trustees of
Marshalltown Water Works, City of
Marshalltown, State of Iowa

June 3, 2025

The Board of Trustees of Marshalltown Water Works, City of Marshalltown, State of Iowa, met in _____ session, in the Board Room, Marshalltown Water Works Main Office, 205 East State Street, Marshalltown, Iowa, at _____ o'clock __.M., on the above date. There were present Chairperson _____, in the chair, and the following named Board Members:

Absent: _____

* * * * *

Board Member _____ introduced the following Resolution entitled "RESOLUTION ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS, AND FIXING A DATE FOR HEARING THEREON AND TAKING OF BIDS THEREFOR," and moved that the same be adopted.

Board Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Chairperson declared the following Resolution duly adopted:

RESOLUTION ORDERING CONSTRUCTION OF CERTAIN
PUBLIC IMPROVEMENTS, AND FIXING A DATE FOR
HEARING THEREON AND TAKING OF BIDS THEREFOR

WHEREAS, it is deemed advisable and necessary to construct certain public improvements described in general as the Reverse Osmosis Membrane Treatment Process Train project; and

WHEREAS, the Board of Trustees of Marshalltown Water Works, City of Marshalltown, has caused to be prepared plans, specifications and form of contract, together with estimate of cost, which are now on file in the office of the Board of Trustees for public inspection, for the construction of the public improvements; and

WHEREAS, the plans, specifications and form of contract are deemed suitable for the making of the public improvements; and

WHEREAS, before the plans, specifications, form of contract and estimate of cost may be adopted, and contract for the construction of the public improvements is entered into, it is necessary, pursuant to Chapter 26 of the Code of Iowa, to hold a public hearing and to advertise for bids:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MARSHALLTOWN WATER WORKS, CITY OF MARSHALLTOWN, STATE OF IOWA:

Section 1. That it is hereby determined that it is necessary and advisable to construct certain public improvements described in general as the Reverse Osmosis Membrane Treatment Process Train project, in the manner set forth in the plans and specifications and form of contract, above referred to, the cost thereof to be paid in accordance with the provisions as set out in the posted Notice to Bidders and published Notice of Hearing; the public improvements

being more generally described as follows:

Construction of a new 6 MGD Reverse Osmosis (RO) Treatment Process Train at the Marshalltown Water Works existing treatment plant site and north to Sand Road, including a detention basin, water treatment buildings, dual-media gravity filters, installation of a pre-procured RO membrane system, water treatment chemical storage and feed systems, site piping, additional high service pumping, and electrical work and instrumentation and controls associated with the new water treatment equipment. The work also includes the construction of a new chemical and pump building at the existing Marshalltown Water Works water treatment plant that will include new booster pumps and chemical feed and storage.

Section 2. That the amount of the bid security to accompany each bid shall be in an amount which shall conform to the provisions of the notice to bidders approved as a part of the specifications.

Section 3. That the Secretary be and is hereby directed to post a notice to bidders once in each of the following: (i) a relevant contractor plan room service with statewide circulation; (ii) a relevant construction lead generating service with statewide circulation; and (iii) on an internet site sponsored by either the City or a statewide association that represents the City. Posting shall be not less than thirteen clear days nor more than forty-five days prior to August 5, 2025, which is hereby fixed as the date for receiving bids. The bids are to be filed prior to 2:00 o'clock P.M., on such date.

Section 4. That the Board of Trustees hereby delegates to the Secretary of the Board the duty of receiving, opening and tabulating bids for construction of the Project. Bids shall be received and opened as provided in the notice to bidders and the results of the bids shall be considered at the meeting of this Board on August 19, 2025, at 12:00 o'clock P.M.

Section 5. That the Secretary be and is hereby directed to publish notice of hearing once in a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City. The publication shall be not less than four clear days nor more than twenty days prior to the date hereinafter fixed as the date for a public hearing on the plans, specifications, form of contract and estimate of costs for the project, the hearing to be at 12:00 o'clock P.M. on August 19, 2025.

Section 6. That the Secretary shall cause the notices described in Section 3 and Section 5 hereof to be posted and published, the posting and publication to be within the posting and publication timeline for each notice outlined above.

Section 7. That the Notice to Bidders and Notice of Public Hearing shall be substantially in the form attached hereto:

NOTICE OF PUBLIC HEARING

REVERSE OSMOSIS MEMBRANE TREATMENT PROCESS TRAIN
MARSHALLTOWN WATER WORKS
MARSHALLTOWN, IOWA
PUBLIC IMPROVEMENT PROJECT

Public Hearing on Proposed Contract Documents and Estimated Cost for Improvement

Contract Documents (plans, specifications, and form of contract), and estimated cost for the Marshalltown Water Works **Reverse Osmosis Membrane Treatment Process Train** project at its meeting at **12:00 PM on 19th day of August 2025**, in the Board Room, at the Marshalltown Water Works main office located at 205 E State Street, Marshalltown, Iowa, 50158.

Marshalltown Water Works Board of Trustees meetings are open for the public to attend in person.

Contract Documents

A copy of said plans, specifications, and form of contract, and estimated total cost is now on file at the Marshalltown Water Works Main Office and may be examined at 205 E State Street, Marshalltown, Iowa, 50158.

General Nature of the Public Improvement

Construction of a new 6 MGD Reverse Osmosis (RO) Treatment Process Train at the Marshalltown Water Works existing treatment plant site and north to Sand Road, including a detention basin, water treatment buildings, dual-media gravity filters, installation of a pre-procured RO membrane system, water treatment chemical storage and feed systems, site piping, additional high service pumping, and electrical work and instrumentation and controls associated with the new water treatment equipment. The work also includes the construction of a new chemical and pump building at the existing Marshalltown Water Works water treatment plant that will include new booster pumps and chemical feed and storage.

This Notice is given by authority of the Marshalltown Water Works Board of Trustees, Marshalltown, Iowa.

Laura Eilers, Chairman

ATTEST:

Zachary Maxfield, Secretary

(End of Notice)

NOTICE TO BIDDERS

REVERSE OSMOSIS MEMBRANE TREATMENT PROCESS TRAIN
MARSHALLTOWN WATER WORKS
MARSHALLTOWN, IOWA
PUBLIC IMPROVEMENT PROJECT

Marshalltown Water Works (Owner) is requesting Bids for the construction of the following Project:

Marshalltown Water Works

Reverse Osmosis Membrane Treatment Process Train

The Project includes the following Work:

Construction of a new 6 MGD Reverse Osmosis (RO) Treatment Process Train at the Marshalltown Water Works existing treatment plant site and north to Sand Road, including a detention basin, water treatment buildings, dual-media gravity filters, installation of a pre-procured RO membrane system, water treatment chemical storage and feed systems, site piping, additional high service pumping, and electrical work and instrumentation and controls associated with the new water treatment equipment. The work also includes the construction of a new chemical and pump building at the existing Marshalltown Water Works water treatment plant that will include new booster pumps and chemical feed and storage.

Time and Place for Filing Sealed Proposals

Sealed proposals for the work comprising the improvement as stated below must be filed before 2:00 P.M. according to the clock in the Board Room, at the Marshalltown Water Works main office located at 205 East State Street, Marshalltown, Iowa, 50158 on the 5th day of August 2025, at the reception desk in said Main Office. Proposals received after the deadline for submission of bids as stated herein shall not be considered and shall be returned to the late bidder unopened.

Time and Place Sealed Proposals Will be Opened and Considered

Sealed proposals will be opened and bids tabulated at **2:00 P.M. on the 5th day of August, 2025**, in the Board Room at the Marshalltown Water Works main office located at 205 East State Street, Marshalltown, Iowa, 50158. Proposals will be considered by the Marshalltown Water Works Board of Trustees at its meeting at 12:00 PM on 19th day of August 2025, in said Board Room at the Marshalltown Water Works main office. The Board of Trustees may award a Contract at said meeting, or at such other time and place as shall then be announced.

Commencement of Work

Work on the improvement shall be commenced any time after a written Notice to Proceed is issued, no earlier than September 15th, 2025 and no later than September 30, 2025, and shall be completed as

stated below. The Notice to Proceed will be issued after the Contract is executed, which is expected to occur on September 15, 2025.

Contract Documents

A copy of said plans, specifications, and form of contract, and estimated total cost is now on file at the Marshalltown Water Works Main Office and may be examined at 205 E State Street, Marshalltown, Iowa, 50158.

An electronic copy of the Contract Documents is available at www.questcdn.com at no cost. Project information, estimated total cost, and planholder information is available for no cost at the same link. Downloads of the Contract Documents require the user to register for a free membership at www.QuestCDN.com.

Paper copies of the Contract Documents are available from HDR, 300 East Locust Street, Suite 210, Des Moines, Iowa 50309. The initial set is free of charge to prospective bidders, i.e. qualified general contractors. A fee of Fifty Dollars (\$50.00) per set will apply to additional sets and to bidding documents requested by other than prospective bidders. This fee is refundable, provided the following conditions are met: (1) The Contract Documents are returned complete and in a good usable condition. (2) They are returned within fourteen (14) calendar days after the award of the project. An individual must call Audrey Anderson at (515) 553-6071 in advance to reserve a paper copy.

Preference of Products and Labor

By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa.

In accordance with Iowa statutes, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country if that state or foreign country gives or requires any preference to bidders from that state or foreign country, including but not limited to any preference to bidders, the imposition of any type of labor force preference, or any other form of preferential treatment to bidders or laborers from that state or foreign country. The preference allowed shall be equal to the preference given or required by the state or foreign country in which the nonresident bidder is a resident. In the instance of a resident labor force preference, a nonresident bidder shall apply the same resident labor force preference to a public improvement in this state as would be required in the construction of a public improvement by the state or foreign country in which the nonresident bidder is a resident.

Bid Security

Each Bidder shall accompany its bid with bid security as defined in Iowa Code Section 26.8, as security that the successful Bidder will enter into a Contract for the work bid upon and will furnish after the award of Contract a corporate Surety Bond, in a form acceptable to Marshalltown Water Works, for the faithful performance of the Contract, in an amount equal to ten percent (10%) of the amount of the Contract. The Bidder's security shall be in the amount fixed in the Instructions to Bidders and shall be in the form of a cashier's check or a certified check drawn on an FDIC insured bank in Iowa or on an FDIC

insured bank chartered under the laws of the United States; or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States; or a Bid Bond on the form provided in the Contract Documents with corporate Surety satisfactory to Marshalltown Water Works. The bid shall contain no condition except as provided in the specifications.

Marshalltown Water Works reserves the right to defer acceptance of any bid for a period of thirty (30) calendar days after receipt of bids and no bid may be withdrawn during this period.

Performance, Payment, and Maintenance Bond

Each successful Bidder will be required to furnish a corporate Surety Bond in an amount equal to one hundred percent (100%) of its Contract price. Said Bond shall be issued by a responsible Surety approved by the Marshalltown Water Works and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and shall guarantee the prompt payment of all material and labor, and protect and save harmless the Marshalltown Water Works from claims and damages of any kind caused by the operations of the Contract and shall also guarantee the maintenance of the improvement caused by failures in materials and construction for a period of two (2) years from and after acceptance of the Contract.

Title VI Compliance

Marshalltown Water Works, in accordance with the provisions of Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Payment

Payments will be made on the basis of estimates prepared by the Contractor and approved by the Engineer, solely for the purpose of payment; approval by the Engineer, or Marshalltown Water Works, shall not be deemed as approval or acceptance of the workmanship or materials. The Contractor will be compensated for 97% of the work completed during a payment period, with the remaining 3% being retained in accordance with the Iowa Code. Regular payments approved by the Engineer will be made following the next scheduled Marshalltown Water Works Board of Trustees meeting. The retainage payment will be released thirty-one (31) days following acceptance of the project by Marshalltown Water Works as per provisions in the Iowa Code.

Sales Tax Exemption

Marshalltown Water Works will issue a sales tax exemption certificate to the Contractor for all material purchased for incorporation into the project. Tax exemption certificates are applicable only for the specific project for which the tax exemption certificate is issued.

Completion of Work

The Contractor shall fully complete the overall project no later than November 14, 2027. Full completion for the overall project shall be defined as all work including punch list items completed, and all improvements ready for final acceptance. Should the Contractor fail to fully complete the work in this timeframe, liquidated damages of three thousand, nine hundred Dollars (\$3,900.00) per calendar day will be assessed for work not fully completed within the designated Contract term(s).

Marshalltown Water Works does hereby reserve the right to reject any or all bids, to waive informalities and irregularities in the form of the bid, and to enter into such contract, or contracts, as it shall deem to be in the best interest of the jurisdiction.

This Notice is given by authority of the Marshalltown Water Works Board of Trustees, Marshalltown, Iowa.

Laura Eilers, Chairman

ATTEST:

Zachary Maxfield, Secretary

(End of Notice)

Section 8. All resolutions or parts of resolutions in conflict with the provisions of this resolution are hereby repealed insofar as the conflicting portions thereof are concerned.

PASSED AND APPROVED, this _____ day of _____, 2025.

Chairperson of the Board of Trustees

ATTEST:

Secretary of the Board of Trustees

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF MARSHALL

)

I, the undersigned Secretary of the Board of Trustees of Marshalltown Water Works, City of Marshalltown, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the corporate records of the Board of Trustees showing proceedings of the Board, and the same is a true and complete copy of the action taken by the Board with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board (a copy of the face sheet of such agenda being attached hereto) pursuant to the local rules of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required such law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no Board vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Board hereto affixed this _____ day of _____, 2025.

Secretary of the Board of Trustees of
Marshalltown Water Works, City of
Marshalltown, State of Iowa

(SEAL)