

BUCHANAN COUNTY HEALTH CENTER

HOUSE PURCHASE REQUEST FOR PRICING

Due Date:
MAY 15, 2019



**BUCHANAN COUNTY HEALTH CENTER
1600 FIRST STREET EAST
INDEPENDENCE, IA 50644**

**Attn: Ben Stevens
Chief Financial Officer**

OFFICIAL NOTICE

BUCHANAN COUNTY HEALTH CENTER

INVITATION TO BID

The Buchanan County Health Center will receive sealed bids at the Hospital Business Office until May 15, 2019 at 1:00 P.M. for the House Purchase as described in the listed specifications. The bids will be opened and read aloud at this time. Bidders are welcome to be present, but need not be. The bids may be hand delivered or mailed to the Buchanan County Health Center, 1600 First Street East, Independence, IA 50644.

Delivery of the proposal is the responsibility of the bidder whether it be mailed or in person. The Hospital is not responsible for delays or failure of any party. All bids received after the stipulated closing time for the receipt of bids will be returned to the bidder unopened.

Information as to the bidding procedure to be followed and the specifications are included in the enclosed documents.

The Hospital reserves the right to reject any or all bids, to waive any informality or irregularity in the bidding and to accept the bid deemed most advantageous to them.

By virtue of the statutory authority, a preference will be given to bidders living within Buchanan County in the State of Iowa.

Dated at Independence, IA on April 11, 2019.
Buchanan County Health Center

BUCHANAN COUNTY HEALTH CENTER

INSTRUCTIONS TO BIDDERS

1. Sealed bids will be received until May 15, 2019 for the House Purchase as listed in the attached specifications. The bids are to be clearly marked **“Buchanan County Health Center House Purchase.”** The bids are to be opened and read aloud at this time. Bidders are welcome to be present, but need not be.
2. The bids shall either be hand delivered or mailed to Business Office, Attn: Ben Stevens. Delivery of the bid proposal is the responsibility of the bidder whether it be mailed or in person. The Hospital is not responsible for delays or failures of any other party. All bids received after closing time will be returned to the bidder unopened.
3. Withdrawal of bids: No bid may be withdrawn for a period of thirty (30) days after opening.
4. It is understood that your bid proposals included all of the points listed in the **“House Purchase”** specifications. Any and all deviations from the specifications **MUST** be clearly noted in your bid, referencing each specification not met.
5. Each bid shall be submitted on the **“Bid Form”** provided. Each bid must include the price of all items outlined in the Bid Specifications.

TERMS & CONDITIONS

SECTION 1 – METHOD OF BIDDING

- 1.1 Bids will be received for the house purchase and work indicated in the attached specifications until May 15, 2019 at the Business Office, Attn: Ben Stevens at which time they will be opened publicly and read aloud.
- 1.2 All bids received after the stipulated closing time for the receipt of bids, will be returned to the bidder unopened.
- 1.3 All bids must be submitted on the proposal forms furnished by the hospital or a reasonable facsimile thereof.
- 1.4 Bids should be submitted in a sealed envelope plainly marked “**Buchanan County Health Center House Purchase.**”
- 1.5 The Buchanan County Health Center is a tax exempt institution.

SECTION 2 – GUIDING PRINCIPLES

- 2.1 Bid Document: The bid document will consist of the proposal as specified.
- 2.2 Contract Documents: The contract document will consist of the bid notice as advertised, the invitation to bid, detailed specifications, the signed and accepted proposal form, the signed and accepted contract, and bidding conditions.
- 2.3 Definition: As used in any of the documents indicated above, the word “**contractor**” shall mean the party, firm or corporation that has agreed to furnish the materials, equipment, and labor contemplated by these specifications. The word “**owner**” shall refer to the Buchanan County Health Center.

SECITON 3 – AWARD OF CONTRACT

- 3.1 Withdrawal of Bids: No bid may be withdrawn for a period of thirty (30) days after the opening.
- 3.2 Statutory Preference: By virtue of statutory requirement of the State of Iowa a preference will be given to bidders living within Buchanan County in the state of Iowa.
- 3.3 The Buchanan County Health Center reserves the right to reject any or all bids if it is in the best interest of the hospital to do so.

SECTION 4 – GENERAL CONDITIONS

4.1 The owner may, without invalidating the contract, make changes by altering, adding to or deducting from the work, with the contract sum being adjusted accordingly. The contractor shall do no work not called for in the specifications nor perform any work in a manner other than described therein except on written notice from the owner.

4.2 The contractor shall obtain and pay for all permits, and licenses, but not permanent easements, and shall give all notices, pay all fees and comply with all laws, ordinances, codes, rules, and regulations bearing on the conduct of the work as specified. If the contractor observes that the specifications are at a variance therewith, he shall promptly notify the owner in writing, and any necessary changes shall be adjusted without change in the contract price unless agreed upon in writing by the owner.

4.3 The contractor shall provide and pay compensation for all injuries sustained by any of his employees arising out of or in the course of employment on the within mentioned project, in accordance with the provisions thereto, any common law, any other State or Local law, statute or ordinance, and shall carry insurance in a company satisfactory to the owner, fully protecting the owner, engineers, and contractor against claims which may be made under said act and said laws, statutes, or ordinances, and shall deposit said policy or a true copy with the owner if requested to do so. A certificate of insurance may be required by the owner before work can begin.

4.4 The Buchanan County Health Center is a tax exempt entity.

4.5 Faxed price proposals will not be accepted.

4.6 All proposals must comply with the specifications listed below or by approval of owner. Any items not completed by the specified dates may be subject to a \$100 per day penalty unless prior approval has been given.

4.7 Contractor is responsible for removing all debris from the location.

SECITON 5 – WORKER COMPENSATION

5.1 The contractor shall maintain during the life of this contract the statutory Worker Compensation Insurance for all of his employees to be engaged in work on the project under this contract.

5.2 Certificates of insurance may be required to be furnished by the contractor to the owner if requested.

GENERAL CONDITIONS AND SPECIFICATIONS

I. DESCRIPTION OF PROJECT

Buchanan County Health Center will be accepting bids to purchase available houses owned by the hospital and construction demolition per the specifications below.

II. GENERAL

Buchanan County Health Center currently owns 1 house on the property of the hospital that are to be removed from property. The hospital is seeking to sell the house to interested homeowners. The house will be available for public viewing May 1 from 7:00 A.M. to 5:00 P.M. Appointments are not needed for this day. In the event that this date will not work for an interested bidder, a special arrangement may be requested by emailing Ben Stevens (bstevens@bchealth.org).

SECTION 1: BID FOR HOUSE PURCHASES

Section 1 will list each individual house that is for bid. Bidders wanting to purchase this house will be responsible for purchasing the house and hiring a house moving contractor to remove from the premise by August 31, 2019. The homeowner will be responsible for costs associated with the move along with any insurance and or permit requirements needed. The new homeowner will ensure all moveable items located within the house are disposed of properly. After agreement of the purchase price, the homeowner will assume all responsibility to ensure the house is moved by the date stated above. The hospital will assist with ensuring that utilities are disconnected prior to final move according to the City of Independence specifications. Houses are being sold "AS IS" and conveyance will be by bill of sale only. The homeowner purchasing the house will NOT be responsible for removal of foundation, infill of basement, or the removal of the driveway. This work will be the responsibility of the hospital.

