



Myers (Tenant - Amber Kite), 914 Concert, Keokuk

BID PACKET

NOTICE TO BIDDERS
Home Rehab Block Grant Pilot Program
REHABILITATION PROJECTS

Time and Place for filing sealed Proposals. Sealed bids for the work comprising the improvement as stated below must be filed before **10:00AM, Tuesday, December 16, 2025** in the Keokuk City Hall, 501 Main Street, Keokuk, IA 52632 .

Time and Place Sealed Proposals will be Opened and Considered. Sealed proposals will be opened and bids tabulated at **10:01AM, Tuesday, December 16, 2025** in the Keokuk City Hall, 501 Main Street, Keokuk, IA 52632.

The project will be awarded to the lowest responsible bidder. Southeast Iowa Regional Planning Commission, as administrative agent for the Home Rehab Block Grant Pilot Program, reserves the right to reject any and all bids.

Time for Commencement and Completion of Work. Work on the improvement shall be commenced immediately upon approval of the contract by the SEIRPC and within Seven (7) days from the date specified on the Proceed Order. **Proceed Order Start Date may be flexible.**

Contract Documents. Copies of the contract documents can be acquired from the homeowner or picked up at Southeast Iowa Regional Planning Commission, 211 N Gear Ave, Suite 100, West Burlington, IA.

General Nature of Public Improvement. The rehabilitation of buildings, structures and sites in accordance with the rehabilitation standards determined by general inspection and guidance explained on bid packets; in accordance with the contract documents. **Project will be bid as a whole.**

****Women and Minority Owned Business are encouraged to participate****

MEMORANDUM

TO: Contractors

FROM: Southeast Iowa Regional Planning Commission

RE: Home Rehab Block Grant Program

DATE: November 21, 2025

Thank you for your interest in bidding on the homes in the Home Rehab Block Grant Program. The following are a few reminders as you complete your bid packet.

1. All bids must be completed in permanent ink. Bids written in pencil will not be accepted.
2. Sealed bids for the work comprising of the improvements as stated below must be filed before **10:00AM, Tuesday, December 16, 2025 at Keokuk City Hall, 501 Main Street, Keokuk, IA 52632.** Sealed proposals will be opened and considered at **10:01AM, on Tuesday, December 16, 2025** at Keokuk City Hall, 501 Main Street, Keokuk, IA . The project will be awarded to the lowest responsible bidder. The city and SEIRPC reserves the right to reject any and all bids. Copies of the contract documents can viewed and downloaded at www.seirpc.com or picked up at Southeast Iowa Regional Planning Commission, 211 N Gear Ave, Suite 100, West Burlington, IA.
3. All bid submittals must include the following:
 - ✓ **Completed bid packet with all costs identified.**
 - ✓ **Bids with items not completed shall be considered non responsive, and thrown out.**
 - ✓ Signed non-collusion statement and Intent to Follow Section 3
4. The following will be required after the project is awarded:
 - ✓ Certificate of Insurance showing SEIRPC of city as additional insured.
 - ✓ Copy of Iowa Department of Labor Contractor Registration
 - ✓ Must be registered with Iowa Workforce and listed on website
5. All work must be bid as written. All notes/corrections will be considered, however to provide accurate bids, work involved must follow bid specifications. Any changes will be made with a change order. Bids not following specifications shall be considered non responsive.
6. Bid amount will be publicly recorded as amount written on bid request cover sheet. Correct calculations are the responsibility of the contractor.

Home Rehab Block Grant Pilot Program

BID SHEET

DATE BIDS RELEASED 11/21/2025

BIDS DUE 12/16/2025, 10:00 AM

Project: KEO-23-009

Robert Myers (Tenant - Amber Kite)
914 Concert
Keokuk, IA 52632
Phone:319-520-9645

The following is hereby submitted as per your request. This bid covers all work and/or specified in the bid documents received for this job.

The undersigned, having become thoroughly familiar with the terms and conditions of the proposed Contract Documents and with local conditions affecting the performance and costs of the Work at the place where the work is to be completed, and having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the Work within the time stated and in strict accordance with the proposed Contract Document, including furnishing of any construct, and complete said Work in accordance with the Contract Documents, for the sum of money:

All labor, materials, services, and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Total Bid _____
(written amount)

Dollars: \$ _____
(numeric)

If awarded the Contract, the Bidder agrees to have on file with the Agency all required documents for verification of licensing and insurance. Completion of the project will require _____ calendar days. This proposal is valid for a period of 90 days.

All units of measurement and amounts are estimates.

Contractors shall be responsible for on-site measurements for complete accuracy.

Bid is for complete scope unless adjusted by change order by SEIRPC.

For questions, please contact:

Jack Swarm

Regional Planner

Southeast Iowa Regional Planning Commission

211 North Gear Avenue, Suite 100

West Burlington, IA 52655

Email: jswarm@seirpc.com

Phone: 319-753-4316

Fax: 319-754-4763

Website: www.seirpc.com

Office use only:

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Contractor Information

Company Name: _____

Address: _____

City, St, Zip: _____

Phone: _____

Cell Phone: _____

Fed. Tax ID: _____

Email: _____

Printed Name: _____ Title: _____

Contractor Signature: _____ Date: _____

Insurance Provider Information

Name: _____

Address: _____

Phone: _____

City, St, Zip: _____

Policy #: _____

To assist in notification of future bidding projects we will be sending texts to the cell phone numbers on file. If you would like to have your number included please list your service provider to assist in setting up this service. If you do not wish to be included please let us know or reply "STOP" to any future message and we will remove you from our list.

List any Subcontractors that will be included

(note: all subcontractors will need to sign a lean waver prior to any payments on project)

Name	Trade
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Note: This is a complete bid all blanks shall be filled. Any omissions by the contractor bidding on this project shall be the responsibility of the contractor. Omissions of amounts shall be verified by the contractor.

The amount listed on the front page shall be considered a full and complete amount for entire scope of work. Please be sure your calculations are correct. Incorrect amounts may result in your bid being declared non-responsible, and rejected.

Keokuk Home Rehab Block Grant Pilot Program
914 Concert, Keokuk, IA 52632

Printed: 11/21/25

Item	Specification	Quantity/Unit	Total Cost
1	<p>General Permit Requirements</p> <p>City of Keokuk Building and Mechanical Permits, State of Iowa Electrical Permit:</p> <p>All permits or licenses necessary for the new construction or alterations to the structure specified below must be obtained and paid for by the Contractor before starting work. Contractors and Subcontractors are responsible for obtaining any progress or final inspections from the Building Department/State of Iowa. Failure to call for required inspections or proceeding without inspection may result in suspension from future bidding. Two copies of all permits are required, one shall be publicly displayed at the job site for all interested parties concerned, the second shall be on file at Southeast Iowa Regional Planning Commission. The Southeast Iowa Regional Planning Commission has the right to inspect work in progress. These inspections need not be announced in advance.</p>	1.00	\$ _____

Item	Specification	Quantity/Unit	Total Cost
2	<p>Install vinyl siding, with fanfold, wrap all trim/fascia/soffit. complete</p> <p>Install on entire exterior, including wrapping all cornice and corner with minimum .040 gauge vinyl siding. Remove and install new fascia and soffit.</p> <p>Install house wrap over brick structure to provide rain barrier and proper flashing around windows/doors/other openings. Install furring strips over brick structure. Install foam insulation over brick structure of same thickness between furring strips and around window/door trim. All doors and windows must be trimmed with furring strips, cased, and properly flashed under house wrap. Remove siding on rear structure and install fanfold insulation over the structure.</p> <p>For the lean-to stairwell covering on the rear of the house, repair the wall framing to prepare it to receive siding on the exterior. Install sheathing as necessary. Install siding on the exterior of the lean to addition, and install siding over the main house structure. No need to install siding on the interior of the lean-to structure; it is OK to leave open studs.</p> <p>Aluminum shall be installed on windows and door trim, soffit, and all porch ceilings. Preformed fascia trim shall be used where applicable. Inside and outside corner posts, service meter blocks, replacement vents, plumbing and electrical blocks in matching color shall be used as required. Caulk all seams with silicone caulk., beads not to exceed 3/8". Siding must carry a nonprorated, transferable manufacturer's limited lifetime warranty. All installation procedures, including spacing, shall be in accordance with manufacturer's specifications. Owner to have choice of color.</p> <p>NOTE: You must have a licensed electrician remove and reinstall the electric conductors attached to the house.</p> <p>Square feet is estimate only. Contractor responsible to determine amount of materials needed provide price for complete project.</p>	1,200.00 SF	\$ _____

Item	Specification	Quantity/Unit	Total Cost
3	<p>Replace gutters & downspouts.</p> <p>Remove all old gutters. Inspect for rotted fascia boards or rafters. Request change order if needed. Install 5", K-Type or ogee, seamless, .027" or thicker aluminum gutter and accessories. Gutters to extend full length of roof edge drip line. Contractor shall furnish and install all needed outlet tubes and custom miters. Support gutters with galvanized steel gutter spikes through ferrules or K style gutter hangers clipped into the front lip of the gutter and screwed through the back of the gutter and into the fascia board, spaced not more than 6' apart. Maintain proper pitch of 1/2" per 10'. Seal all gutter seams with gutter sealer and secure each seam with a sheet metal screw or rivet. Remove all old downspouts. Install matching 4" downspout and accessories. Fasten downspouts to wall with straps every 6 vertical feet. Connect into existing crocks with PVC connector. If there are no crocks then splash blocks shall be provided. Color to match existing.</p>	72.00 LF	\$ _____

Item	Specification	Quantity/Unit	Total Cost
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- 4 Install vinyl replacement thermopane double hung window. No trim.
Remove and replace windows. Some windows are original, some have been replaced.
Perform work necessary to replace all windows. Review openings and repair as necessary.

The upper front window was haphazardly replaced and enlarged. The opening may need repaired and probably needs a new lintel. The brick wall is exposed on both the interior and exterior so inspection for bidding and repairing should be practical and efficient. Review and repair as necessary.

For all windows, interior trim need not be improved.

Remove and dispose of sash and parting beads. Remove and dispose of all storm windows and the storm door used as storm window on upper rear window. Carefully remove interior stop, preserving for re-use. Remove pulley assembly and weights, if present, and fill cavity with fiberglass insulation. Cover pulley opening with coil stock or flashing. Caulk seams of weight cavity cover. Provide and install a prefabricated, double-hung, double glazed/thermopane, vinyl replacement window, including self-storing screen. Caulk blindstop and the edges to seal. Reinstall interior stops and caulk tight against window assembly. Remove all labels from glass. Clean glass pane. Note: If there is any conflict in specifications, the window shall be installed according to manufacturers instructions unless otherwise indicated by the agency. Warranty is to be given to the Homeowner.

PRODUCT STANDARD: Fusion-welded, low - E glass with low-conductance spacer a minimum of 3/4" and a U-factor rating of 0.30 or below; and a lifetime limited warranty. Simonton Prism series; ThermaStar by Pella®; or other equal quality window approved by the agency.

Windows must have overridable opening limiters to prevent accidental falls.

Do not provide a bid without inspecting the interior.

9.00 EA \$ _____

Item	Specification	Quantity/Unit	Total Cost
5	<p>Install Insulated Steel Door, complete with lite.</p> <p>Install new front and rear doors.</p> <p>Remove existing door. Install steel door and frame assembly, complete with lockset and deadbolt all hardware including doorstop. All exterior door locks to a house or suite to be keyed-alike. Door shall fit existing opening. Reduction in opening size shall not be permitted. Door shall have at least one lite of minimum 24" x 36". Unit shall be primed and painted one color, customer has choice of color. Repair all damage from installation to walls and trim, but no need to improve trim/walls beyond existing condition.</p> <p>Product Standard: Stanley, Peachtree or equal quality.</p>	2.00 EA	\$ _____
6	<p>Install 40 gallon hot water heater. 220V</p> <p>Install a 40 gallon, glass-lined high-recovery hot water tank. Tank shall be insulated to R10 minimum. Include temperature and pressure relief valve, discharge tube to within 4 inches of the floor, Run properly sized wire to point of use disconnect if applicable, attach to tank in proper conduit. Water supply line into tank to have fullway valve installed if not already present. All work to comply with current applicable codes. Remove and dispose of old heater if present in an approved manner. Tank shall have a minimum 5 year warranty.</p>	1.00 EA	\$ _____
7	<p>Install 100 amp service. Complete</p> <p>Dispose of old electric service and panels. Install a residential, 100 amp, 3 wire electric service. Install a new mast through the roof to raise the height of the service drop. Install an exterior disconnect. Include a main disconnect, 24 circuit panel board, circuit breakers, meter socket, service head, and service ground rod & wire. Connect all loads to breakers. Label all breakers. Balance circuits to provide a minimum of two general lighting circuits. New installation shall have a GFCI receptacle located directly below panel, and a light source sufficient to illuminate panel.</p>	1.00 EA	\$ _____

Item	Specification	Quantity/Unit	Total Cost
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8 Replace furnace with 92+ unit.

Remove existing furnace and dispose of in an approved manner. Prepare heat loss analysis and replace the furnace with new unit sized as indicated by heat loss calculation. Give copy of calculation report to Agency before beginning installation. Include connections to existing gas line. Include thermostat, filters, fan, plenum controls, and flue pipe. Gas shutoff valve must be on vertical piping, approximate to the electrical disconnect and readily accessible. System to be installed on a separate power circuit. Supply operating manual, operating instruction to the owner and one year call back. Replacement unit shall be properly sized in accordance with ACCA's Manual J or other recognized methodology. Data for heat load/loss calculations shall be based on post-rehabilitation conditions, and shall be documented. Minimum efficiency rating AFUE will be 92 percent.

1.00 EA \$ _____

Please transfer this total to the front page in space provided.

Total Bid	\$ _____
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