

NIXA FIRE PROTECTION DISTRICT

301 S. Nicholas Road, Nixa, Missouri 65714

INVITATION FOR BID (IFB)

CONSTRUCTION OF PARKING LOT IMPROVEMENTS

NIXA FIRE STATION #2

301 S. Nicholas Road, Nixa, Christian County, Missouri 65714

Per Construction Drawings prepared by Shaffer & Hines, Inc., Job No. 260034

Sealed Bids Due: Friday, September 11, 2026 @ 1 p.m. Central Time

Bids will be publicly opened and read aloud immediately following the deadline.

Issue Date: Wednesday, August 19, 2026

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1. Notice to Bidders and Project Overview

The Nixa Fire Protection District (“NFPD” or “District”) invites sealed bids from qualified, licensed contractors for the construction of parking lot improvements at Nixa Fire Station #2, 301 S. Nicholas Road, Nixa, Christian County, Missouri, in accordance with the Construction Drawings prepared by Shaffer & Hines, Inc. (Job No. 260034).

Award Basis: This is a sealed, competitive bid. NFPD will award a single contract to the lowest responsive and responsible Bidder for the Base Bid, or for the Base Bid plus any Alternate(s) NFPD elects to accept, as further described in Section 9.

Project Summary: Construction of approximately twelve (12) new concrete parking stalls, including site demolition, grading, drainage, concrete paving, concrete parking bumpers, and sediment/erosion control and site restoration, all as shown on the Construction Drawings (Sheets 1–8).

This IFB does not commit NFPD to award a contract or to pay any costs incurred by a Bidder in preparing a bid.

2. Instructions to Bidders

2.1 Bid Submission

- Bids must be submitted in a sealed, opaque envelope clearly marked: “SEALED BID – Fire Station #2 Parking Lot Improvements – DO NOT OPEN”
- Deliver to **(NO EMAIL)**: Nixa Fire Protection District, 301 S. Nicholas Road, Nixa, Missouri 65714, Attn: Whitney Weaver, Assistant Chief
- Bids must be received no later than the deadline stated on the cover page. Late bids will not be accepted or considered under any circumstances.
- Each Bid must include the completed Bid Form (Appendix A), Bid Bond or bid security (Appendix B), and all required forms listed in Section 2.6

2.2 Bid Opening

NFPD will publicly open and read aloud bids at its administrative office immediately after the submission deadline. Bidders and members of the public are welcome to attend.

2.3 Pre-Bid Site Visit

Bidders may request a walkthrough of the project site prior to submitting a bid. Schedule with Whitney Weaver, Assistant Chief, at wweaver@nixafire.gov or (417) 725-7314. Bidders are responsible for field-verifying existing site conditions, dimensions, and utility locations regardless of whether a site visit is conducted.

2.4 Questions and Addenda

- All questions regarding this IFB, the Construction Drawings, or bidding procedures must be submitted in writing to wweaver@nixafire.gov no later than five (5) business days prior to the bid deadline
- Responses of general applicability will be issued to all known bidders by written addendum; verbal answers or clarifications are not binding
- Bidders must acknowledge receipt of all addenda on the Bid Form

2.5 Bid Withdrawal and Modification

A Bid may be withdrawn or modified in writing prior to the bid deadline. No Bid may be withdrawn for a period of sixty (60) days after the bid opening, except as otherwise provided by law.

2.6 Required Forms Checklist

Each Bid must include the following, fully completed:

- Bid Form / Bid Schedule (Appendix A)
- Bid Bond or other acceptable bid security in the amount specified in Section 5 (Appendix B)
- Non-Collusion Affidavit (Appendix C)
- Conflict of Interest Disclosure (Appendix D)
- Debarment Certification (Appendix E)
- Work Authorization Affidavit under Section 285.530, RSMo (Appendix F)
- Evidence of current Missouri business registration and any required local contractor license
- Certificate(s) of Insurance evidencing the coverage required in Section 6

3. Scope of Work

The Work consists of furnishing all labor, materials, equipment, and supervision necessary to construct the parking lot improvements at Fire Station #2 in strict accordance with the Construction Drawings prepared by Shaffer & Hines, Inc., Job No. 260034 (the "Construction Drawings," attached to this IFB as Exhibit A), including the following sheets:

- Sheet 1 – Cover Sheet / Overall Site Plan
- Sheet 2 – Topographical Survey
- Sheet 3 – Demolition Plan
- Sheet 4 – Site Plan (Parking Improvements)
- Sheet 5 – Dimension Plan
- Sheet 6 – Site Grading Plan
- Sheet 7 – Spot Elevation Plan
- Sheet 8 – Sediment and Erosion Control Plan

3.1 Summary of Major Work Items

- Mobilization and tree removal (2 existing trees per the Demolition Plan) within the area of demolition shown on Sheet 3
- Site grading per the Site Grading Plan (Sheet 6) and Spot Elevation Plan (Sheet 7)
- Construction of approximately twelve (12) new concrete parking stalls, including twelve (12) concrete parking bumpers (striping will be bid separately by NFPD)
- Storm drainage improvements, including extension of approximately 8.5 LF of 12" CMP pipe (flowline elevation per Sheet 4/6)
- Sediment and erosion control per the Sediment and Erosion Control Plan (Sheet 8), including silt sock installation, concrete washout area, and temporary/permanent seeding of all disturbed areas

- All work shall conform to the City of Nixa and Christian County technical specifications and, where referenced on the Construction Drawings, MoDOT Standard Specifications for Highway Construction (including but not limited to Sections 401, 502, and 1007) for the applicable paving section

3.2 Paving Section — Base Bid and Alternate

Bidders shall submit pricing for the following two concrete paving sections shown in the Site Plan (Sheet 4) detail:

- Base Bid: Standard Concrete Paving Section (Option 2) — 5" PCCP (4,000 PSI) cast-in-place concrete over 4" compacted base rock over compacted subgrade
- Bid Alternate No. 1: Heavy Concrete Paving Section (Option 1) — 8" PCCP (4,000 PSI) cast-in-place concrete over 4" compacted base rock over compacted subgrade, in lieu of the Base Bid paving section

NFPD will determine at its sole discretion, based on price and available funding, whether to award the Base Bid alone or the Base Bid together with Bid Alternate No. 1. All other scope items (demolition, grading, drainage, bumpers, erosion control, and restoration) are included in both the Base Bid and the Alternate and shall not be re-priced.

3.3 Site Conditions and Existing Utilities

- An unmarked fiber optic line is noted in the vicinity of the work area (see Demolition Plan, Sheet 3); the Contractor is solely responsible for contacting Missouri One Call and field-verifying the location of all utilities prior to excavation
- Benchmark: TBM No. 1, top rim of existing manhole as shown on the Construction Drawings, Elevation 1308.38
- The total disturbed area for this project is approximately 0.08 acre; per the Construction Drawings, this is below the 1-acre threshold requiring a Missouri Land Disturbance Permit, so none is required for this project as currently scoped
- The Contractor shall field-verify all existing elevations, dimensions, and grades and shall confirm any variation with the Engineer and NFPD prior to proceeding with the affected work

3.4 Digital Data / Record Drawings

If the Contractor requires digital (CAD) files of the Construction Drawings, the Contractor must first execute a digital data agreement with Shaffer & Hines, Inc. before the files are issued.

4. Bidder Qualifications

Bids that do not demonstrate compliance with the following will be deemed non-responsive and will not be considered.

- Licensed and authorized to conduct business in the State of Missouri, and holding any local contractor license or registration required by the City of Nixa or Christian County, if applicable
- Minimum of three (3) years of experience performing concrete paving and site work of similar scope
- At least three (3) references for completed projects of similar size and scope within the last five (5) years, including at least one public-entity or municipal project if available
- No bankruptcies, liens, or judgments in the past five (5) years
- Not currently debarred, suspended, or otherwise excluded from public contracting (see Appendix E)

5. Bid Security

Each Bid must be accompanied by a Bid Bond, certified check, or cashier's check made payable to the Nixa Fire Protection District in an amount equal to five percent (5%) of the total Bid amount (Base Bid plus Bid Alternate No. 1, if submitted), as a guarantee that the Bidder, if awarded the contract, will execute the contract and furnish the required Performance and Payment Bonds (if applicable) and insurance within fourteen (14) calendar days of the notice of award.

If the successful Bidder fails to execute the contract or furnish the required bonds and insurance within this period, the bid security may be forfeited to NFPD as liquidated damages, and NFPD may award the contract to the next lowest responsive, responsible Bidder or reject all bids.

Bid security for unsuccessful Bidders will be returned within a reasonable time after contract award. Bid security for the successful Bidder will be returned upon execution of the contract and receipt of the required bonds and insurance.

6. Insurance and Bonding Requirements

6.1 Performance and Payment Bonds

In accordance with Missouri's Little Miller Act (Section 107.170, RSMo), if the total awarded contract amount exceeds \$50,000, the Contractor shall furnish a Performance Bond and a Payment Bond, each in an amount equal to 100% of the contract price, from a surety company authorized to do business in Missouri, prior to execution of the contract and commencement of work.

If the total awarded contract amount is \$50,000 or less, a statutory bond is not required under Section 107.170, RSMo; however, NFPD reserves the right to require performance security at its discretion.

6.2 Retainage

NFPD may withhold retainage of up to ten percent (10%) from each progress payment until Substantial Completion, consistent with Section 8.960, RSMo, and standard public construction practice. Retainage terms will be confirmed in the executed contract based on whether the contract is bonded.

6.3 Insurance Requirements

The awarded Contractor must maintain and provide certificates evidencing the following insurance for the duration of the contract, naming NFPD as additional insured:

- Commercial General Liability: Minimum \$1,000,000 per occurrence / \$2,000,000 aggregate
- Workers' Compensation: Statutory limits per Missouri law (required for all construction employers in Missouri regardless of employee count, per Section 287.030, RSMo)
- Automobile Liability: Minimum \$1,000,000 combined single limit

7. Statutory Compliance Requirements

7.1 Missouri Prevailing Wage Law

If the total awarded contract amount exceeds the threshold amount established by the State of Missouri, this project is subject to Missouri's Prevailing Wage Law (Sections 290.210–290.340, RSMo), and the Contractor and all subcontractors must pay not less than the prevailing hourly wage rate determined by the Missouri Department of Labor and Industrial Relations for Christian County for each applicable trade classification. If applicable, NFPD will

obtain the Annual Wage Order for Christian County prior to awarding this IFB and will incorporate it into the bid documents or contract by addendum.

If the total amount awarded under the contract does not exceed that threshold, this project is not subject to the Prevailing Wage Law.

7.2 Work Authorization / E-Verify

As a condition of award, the successful Bidder must comply with Section 285.530, RSMo, and provide a sworn affidavit affirming that it does not knowingly employ any unauthorized alien and documentation of enrollment and participation in a federal work authorization program (E-Verify) for employees working in connection with this contract (Appendix F).

7.3 Equal Opportunity

NFPD is an equal opportunity organization. The awarded Contractor must comply with all applicable equal opportunity laws.

8. General Conditions and Contract Terms

8.1 Contract Documents

The contract will consist of this IFB, the Construction Drawings (Job No. 260034), the awarded Bid Form, any addenda issued, and the executed agreement between NFPD and the Contractor.

8.2 Commencement and Completion

- The Contractor shall commence work within fourteen (14) calendar days of the notice to proceed, unless otherwise agreed in writing
- Substantial Completion shall be achieved within _____ calendar days of the notice to proceed (NFPD to specify based on the awarded scope)
- Final Completion, including punch list items and site restoration/seeding establishment, shall follow within a reasonable time as agreed in the contract

8.3 Liquidated Damages

NFPD may include a liquidated damages provision of \$100 per calendar day for each day Substantial Completion extends beyond the contract completion date, excluding delays caused by weather, NFPD, or other excusable causes as defined in the contract.

8.4 Change Orders

No additional work will be paid for, and no change to the contract price or schedule will be recognized, unless authorized in advance by a written change order signed by NFPD.

8.5 Warranty

The Contractor shall warrant all labor and materials against defects for a period of one (1) year from the date of Final Completion, and shall promptly repair or replace, at no cost to NFPD, any work found to be defective during that period.

8.6 Indemnification

The Contractor shall indemnify and hold harmless NFPD, its Board, officers, and employees from and against all claims, damages, losses, and expenses arising out of the Contractor's negligent acts, errors, or omissions in performing the Work.

8.7 Termination

- Termination for Convenience: NFPD may terminate the contract for its convenience upon written notice; the Contractor will be paid for Work properly performed through the date of termination
- Termination for Cause: NFPD may terminate for the Contractor's material breach, including failure to maintain required insurance/bonds or failure to prosecute the Work with due diligence, after written notice and a reasonable opportunity to cure

8.8 Governing Law

The laws of the State of Missouri govern the contract. Disputes will be resolved in Christian County, Missouri courts.

9. Bid Evaluation and Award

NFPD will award the contract to the lowest responsive and responsible Bidder for the Base Bid, or for the Base Bid plus Bid Alternate No. 1, based on price and NFPD's determination of the Bidder's responsibility, including:

- Completeness and responsiveness of the Bid (all required forms, bid security, and acknowledgment of addenda included)
- Compliance with the minimum bidder qualifications in Section 4
- Bidder's demonstrated capacity, references, and past performance on similar projects
- Total Bid price (Base Bid, and Base Bid plus Alternate No. 1, evaluated separately for award purposes)

NFPD reserves the right to reject any or all Bids, waive minor informalities, accept or reject Bid Alternate No. 1 independently of the Base Bid, and award the contract in whichever combination is deemed most advantageous to NFPD.

10. Key Dates and Timeline

NFPD will complete the dates below prior to issuing this IFB. All times are Central Time.

IFB Issued	August 19, 2026
Pre-Bid Site Visit Window	Aug. 19 – Sept. 4
Question Deadline	Sept. 4, 2026
Addenda Issued By	Sept. 8, 2026
BID DEADLINE / PUBLIC BID OPENING	Sept. 11, 2026
Bid Evaluation Complete	Sept. 14, 2026
Board Approval / Award	Sept. 15, 2026
Contract Execution	T.B.A.
Notice to Proceed	T.B.A.

11. Contact Information

Whitney Weaver, Assistant Chief

Nixa Fire Protection District

301 S. Nicholas Road, Nixa, Missouri 65714

Phone: (417) 725-7314

Email: wweaver@nixafire.gov

Office Hours: Monday – Friday, 8:00 AM – 4:00 PM Central Time

District Website: www.nixafire.gov

Appendix A: Bid Form / Bid Schedule

Bidder Name: _____

Quantities shown are estimated for bid comparison purposes only, based on the Construction Drawings. The Contractor is responsible for verifying all quantities and bidding the complete scope of work shown on the Construction Drawings regardless of the estimated quantities listed below.

Bid Item	Price
1. Mobilization and Tree Removal (LS)	\$_____
2. Site Grading and Preparation (LS)	\$_____
3. Standard Concrete Paving Section – Option 2, approx. 2,050 SF	\$_____
4. Storm Pipe Extension, 12" CMP, approx. 8.5 LF	\$_____
5. Concrete Parking Bumpers (12 EA)	\$_____
6. Sediment and Erosion Control (LS)	\$_____
7. Seeding and Site Restoration (LS)	\$_____
TOTAL BASE BID (Items 1–7)	\$_____
Bid Alternate No. 1: Heavy Concrete Paving Section (Option 1) in lieu of Item 3, same approx. 2,050 SF	\$_____
TOTAL BASE BID + ALTERNATE NO. 1	\$_____

Proposed Substantial Completion: _____ calendar days from Notice to Proceed

Addenda Acknowledged: Addendum No(s). _____ (write "none" if none received)

Certification

The undersigned certifies that this Bid is made in accordance with the Construction Drawings and the terms of this IFB, and that all required forms and bid security are enclosed.

Signature: _____ Date: _____

Name: _____

Title: _____

Company: _____

Missouri Business License / Registration No.: _____

Appendix B: Bid Bond

KNOW ALL PERSONS BY THESE PRESENTS, that we, _____ (“Principal”), and _____ (“Surety”), a corporation authorized to do business in the State of Missouri, are held and firmly bound unto the Nixa Fire Protection District (“Oblige”) in the sum of five percent (5%) of the total Bid amount, for the payment of which we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION is such that if the Principal's Bid, dated _____, for the Fire Station #2 Parking Lot Improvements project is accepted, and the Principal thereafter executes the contract and furnishes the required Performance Bond, Payment Bond (if applicable), and insurance within the time specified, then this obligation shall be void; otherwise, it shall remain in full force and effect, and the Surety shall pay to the Oblige the amount of this bond as liquidated damages.

Principal: _____ Date: _____

Signature: _____

Surety: _____ Date: _____

Signature (Attorney-in-Fact): _____

[Attach Surety's Power of Attorney]

Appendix C: Non-Collusion Affidavit

STATE OF: _____

COUNTY OF: _____

I, _____, being first duly sworn, depose and say that:

- I am _____ (title) of _____ (company), the Bidder that submitted the attached Bid.
- I am fully informed respecting the preparation and contents of the Bid.
- The Bid is genuine and not collusive or sham.
- Neither the Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest have colluded, conspired, or agreed with any other Bidder to submit a collusive or sham Bid, refrain from bidding, fix any overhead, profit, or cost element, or secure any advantage against NFPD through collusion.
- The prices quoted are fair and proper and not tainted by collusion.
- No NFPD officer, employee, Board member, or family member has any interest in this Bid.

Signature: _____ Date: _____

Name: _____

Title: _____

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public: _____

Commission Expires: _____

[NOTARY SEAL]

Appendix D: Conflict of Interest Disclosure

Company Name: _____

Disclose any actual or potential conflicts of interest. If none, state "None."

1. Relationships with NFPD Personnel: Do you have any business or personal relationships with NFPD Board members, employees, or their families?

☐ No conflicts ☐ Yes, conflicts exist (describe):

2. Financial Interests: Do you have financial interests in companies that may benefit from this contract?

☐ No conflicts ☐ Yes, conflicts exist (describe):

3. Other Circumstances: Any other circumstances that might impair objectivity or create an unfair advantage?

☐ No conflicts ☐ Yes, conflicts exist (describe):

Certification

I certify this information is true and complete. Failure to disclose may result in disqualification.

Signature: _____ Date: _____

Name: _____

Title: _____

Appendix E: Debarment Certification

Company Name: _____

The Bidder certifies that it and its principals:

- ☐ Are not presently debarred, suspended, proposed for debarment, or voluntarily excluded from participation in transactions by any federal, state, or local government.
- ☐ Have not within three years been convicted of or had a civil judgment for fraud or a criminal offense in connection with public contracts, violation of antitrust statutes, or embezzlement, theft, forgery, bribery, falsification, or receiving stolen property.
- ☐ Are not presently indicted for or charged with any offenses enumerated above.
- ☐ Have not within three years had public transactions terminated for cause or default.

Explanation (if unable to certify):

Certification

I certify the information provided is true and correct.

Signature: _____ Date: _____

Name: _____

Title: _____

Appendix F: Work Authorization Affidavit (Section 285.530, RSMo)

STATE OF: _____

COUNTY OF: _____

My name is _____. I am an authorized agent of
_____ ("Bidder").

I hereby affirm that Bidder does not and will not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri in connection with this contract.

I further affirm that Bidder is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment who are proposed to work in connection with the services related to this contract, for the duration of the contract, if awarded, in accordance with Section 285.530, RSMo.

Documentation of enrollment and participation in a federal work authorization program is attached to this affidavit.

Signature: _____ Date: _____

Name: _____

Title: _____

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public: _____

Commission Expires: _____

[NOTARY SEAL]