

## NOTICE OF PUBLIC HEARING

### NOTICE OF PUBLIC HEARING ON PROPOSED JOHNSON COUNTY EMERGENCY MANAGEMENT AGENCY STORAGE BUILDING PROJECT

Notice is hereby given, in accordance with Section 26.12 and 331.341 of the Iowa Code, that the Emergency Management Agency Commission will conduct a public hearing on **Thursday, February 26, 2026 at 5:30 p.m.**, in the Joint Emergency Communications Center, Policy Boardroom, 4529 Melrose Avenue, Iowa City, Iowa, concerning the proposed plans, specifications, form of contract, and estimated total cost for the **Johnson County Emergency Management Agency Storage Building Project** to be performed at the corner of Bailey Way and Forevergreen Road, Tiffin, in Johnson County, Iowa.

The proposed plans, specifications, form of contract, and estimated total cost, as prepared by Encite Architecture + Design PLLC, may be examined at the Johnson County Auditor's Office in the Administration Building, 913 South Dubuque Street, 1<sup>st</sup> Floor, Iowa City, prior to said hearing.

At said hearing, any citizens may appear and make comments about, or present evidence for or against, the proposed plans, specifications, form of contract for, and estimated total cost of such public improvement. Written comments may also be submitted, no later than 24 hours prior to the hearing, to the Emergency Management Agency Commission, 4529 Melrose Avenue, Iowa City, Iowa, or emailed to the Commission at [Dave.Wilson@jecc-ema.org](mailto:Dave.Wilson@jecc-ema.org).

Dated this 5<sup>th</sup> day of February, 2026, at Iowa City, Iowa.



Dave Wilson, Agency Director  
Johnson County Emergency Management Agency, Iowa

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Dave Wilson, Agency Director  
Johnson County Emergency Management Agency, Iowa

BID #2	MEETING	WHO	COMPLETE	NOTES	TIME CONSTRAINTS
Thursday, February 5, 2026	Commission: Present bid packet & timeline. Set Public Hearing date. 5:30 pm	Dave/Encite	X	Can make minor changes to bid packet up to Public Hearing; note any changes at Public Hearing	Need bid docs 1 day before commission meeting to get on agenda
Friday, February 6, 2026	Provide Auditor Notice of Public Hearing for newspaper	Melissa	X	Gazette publishes legal notices on Wednesdays, Saturdays, and Sundays	Gazette needs by 10 am two days before publishing.
Friday, February 6, 2026	Provide Auditor full set of plans, specs, form of contract and estimated total cost for public viewing - PDF and hard copy	Encite/Melissa		Minor changes can be made up to Public Hearing	
Wednesday, February 11, 2026	Notice of Public Hearing published in newspaper (Gazette)	Auditor's Office		Gazette does not publish on Fridays or Mondays. To publish Sunday, Gazette needs notice by 10 am Friday.	Between 4-20 days before PH
Monday, February 23, 2026	Provide Auditor Notice to Bidders - for newspaper	Melissa			
Thursday, February 26, 2026	Public Hearing hosted by Commission. <b>Approve Resolution</b> on proposed plans, specifications, form of contract, and estimated total cost. Request bids	Dave		5:30 pm. JECC Policy board room, 4529 Melrose Avenue, Iowa City. Code 26.12 requires a Resolution.	
Friday, February 27, 2026	Provide Auditor most up to date (if any changed from hearing) full set of plans, specs, addendums - PDF and hard copy	Encite/Melissa			
Friday, February 27, 2026	<b>Release for Bidding</b>	-			
Friday, February 27, 2026	Send Notice to Bidders to MBI	Auditor's Office			
Friday, February 27, 2026	Post plans and notice on JC website	Auditor's Office			
Sunday, March 1, 2026	Notice to Bidders published in newspaper (Gazette)	Auditor's Office		<b>To publish Sunday, Gazette needs notice by 10 am Friday</b>	Between 13-45 days before bids due
Monday, March 23, 2026	<b>Receive Bids (read aloud) - 1 pm</b>	Auditor's Office/Dave			Spring Break is March 16-20
Monday, March 23, 2026	Send questionnaire to lowest responsive, responsible bidder*	Dave/Melissa		They have 2 weeks to return	
Thursday, April 2, 2026	Commission: Present bid results and letter of recommendation. <b>Approve Resolution</b> awarding contract (contingent upon receiving satisfactory Quality Assurance Questionnaire)	Dave		Depends on when acceptable questionnaire is received. Code 26.10 requires resolution to award contract.	Award within 30 days of receipt of bids
	<b>Contract Execution / Pre-con Meeting</b>				<b>Contract executed within 14 days of notice of award</b>
	<b>Construction commences</b>				
	<b>Substantial Completion</b>				<b>Within 8 months notice of award</b>