



8/29/24

To: All Potential Respondents  
From: Construction Procurement  
Subject: RFQ926801-03 Capitol Complex Wallace Sub Tunnel Repair

### Request for Quote

The State of Iowa is conducting a Request for Quote for a contractor to complete repairs to the existing support beam in the Wallace Sub Tunnel. See Exhibit B for additional details. Please note this is a confined space and the steam will be on during the construction period.

All work must be done on-site in the Wallace Sub Tunnel and Quote Package #1 Foreman must pass a background check. Information required for the background check includes full name, birthdate, state driver's license # or State id#, and social security number.

Construction shall be completed no later than December 6<sup>th</sup>, 2024.

The Project is located at the Wallace Building tunnels at 502 East 9<sup>th</sup> Street Des Moines, IA 50319.

Please upload your quote on the Exhibit A pricing form of this solicitation utilizing the [Iowa IMPACS Procurement System](https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=DASlowa) (<https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=DASlowa>) prior to **September 24<sup>th</sup>, 2024 at 2:00 PM (CT)**.

All questions regarding this solicitation must be received by email **by 2:00 PM (CT) ON September 17<sup>th</sup> 2024**.

#### Pre-Quote Meeting

A Pre-Quote meeting will be held onsite at Facilities Management Center (FMC) at 109 SE 13<sup>th</sup> Street on **Thursday, September 12<sup>th</sup>, 2024, at 9:00 AM** for interested contractors. This meeting is not mandatory but is highly recommended.

#### Contract Terms and Conditions

This procurement will result in a Consensus 802 Agreement. By submitting a quote, respondent agrees to the contract terms and conditions available at <https://das.iowa.gov/sites/default/files/procurement/pdf/ConsensusDoc802.pdf>

#### Performance and Payment Bond

Respondent must provide a Performance and Payment Bond in accordance with Section 10.8 of Consensus 802 Agreement.

#### Insurance Requirements

See sample Certificate of Insurance attached as Exhibit D for required limits, additional insured requirements and waiver of subrogation.

**Exhibit A Pricing Form**  
Capitol Complex Wallace Sub Tunnel Repair  
Request for Quote RFQ926801-03

**Due Tuesday, September 24<sup>th</sup>, 2024 at 2:00 PM (CT)**

Please submit this completed form with your Quote to:

[Iowa IMPACS Procurement System](https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=DASlowa)

(<https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=DASlowa>)

This form is to be completed in ink or typewritten.

Only pricing on this form or an exact copy of this form will be accepted.

Pricing Form shall be signed by an officer of the firm with authority to bind Respondent to Contract.

Respondent acknowledges receipt of the following Addenda (if issued) which are part of the RFQ documents:

Addendum No. \_\_\_\_\_ Date \_\_\_\_\_

Addendum No. \_\_\_\_\_ Date \_\_\_\_\_

Freight Terms: FOB Destination, Freight Pre-Paid

The State reserves the right to reject any or all quotes without penalty and to waive minor deficiencies and informalities if, in the judgement of the State, it's best interests will be served.

Respondents must submit pricing for all scope of work items indicated per the attached Exhibit B. The State reserves the right to evaluate pricing. The State intends to make one Award for this project.

**Quote Package #01**

**Description: Sub Tunnel Support Beam Repairs**

**Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:**

\_\_\_\_\_ Dollars

(\$ \_\_\_\_\_).

\*Please note all pricing is to be delivered price. That is why we are stating FOB Destination, Freight Pre-Paid.\*

Signature \_\_\_\_\_

Name (Print) \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City, St., Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

E-mail \_\_\_\_\_

## **Exhibit B Scope of Work**

Capitol Complex Wallace Sub Tunnel Repair  
Request for Quote RFQ926801-03

**Due Tuesday, September 24<sup>th</sup>, 2024 at 2:00 PM (CT)**

### **1.01 Quote SCOPE SUMMARY**

#### **A. Scope Applicable to All Quote Packages:**

1. The Contractor's Work includes all labor, supervision, materials, equipment, services, supplies, tools, facilities, transportation, hoisting, storage, receiving, licenses, inspections, certifications, overhead, profit, or other items required or reasonably inferable to properly and timely perform and complete all work and services to be performed by the Contractor pursuant to this Agreement. Unless specifically stated otherwise, incidental work required to accomplish the work of this Quote Package shall be included in the Quote. This would include, but not be limited to, protection of the work, security of equipment, materials, and work in progress, etc. Contractor's Work shall be performed in accordance with the Drawings, and Specification sections applicable to each Contractor's scope.
2. Contractor is responsible for all labor and equipment to unload, account for all material delivered, stock, and delivery for this scope of work. Storage and delivery of materials and equipment at the Site shall be permitted only to the extent approved in advance by the Construction Manager, and if anything, so stored obstructs the progress of any portion of the work, it shall be promptly removed or relocated by the Contractor without reimbursement.
3. On-site supervision by Prime Contractor at all times work by that contractor or their subcontractors/suppliers is taking place.
4. Provide all temporary facilities required for this scope of work including trailer, trailer power, telephone, secured storage, temporary power for work, temporary and task lighting for work, etc. as determined necessary by Contractor. Coordinate location of trailers, material storage and utility lines with Construction Manager. Limited space is available, and permission to bring any such facility or excess materials to the site shall be approved by the Construction Manager.
5. Contractor shall provide all equipment and tools for Contractor's own cleanup. Clean up shall be done at the end of every shift or more frequently if required for the Contractor to perform their work, for other Contractors to perform their work, as required by the Owner's operations, and at the discretion of the Construction Manager.
6. All turf, landscaping, and subgrade disturbances caused by equipment traffic or other activities related to the Contractor's scope shall be repaired or restored to proper conditions by the Contractor.
7. Protect adjacent existing building elements from damage from Scope of work. Repair existing building elements damaged during Contractor's Scope of work.

### **1.02 WORK HOUR RESTRICTIONS**

- A. Work hours are from 7:00 AM to 5:00 PM, Monday through Friday, unless arrangements are made in advance.

### **1.03 CONTRACTOR USE OF SITE AND PREMISES**

- A. Construction Operations: Limited to areas noted on Drawings.  
B. Provide access to and from site as required by law and Owner:

1. Emergency Building Exits During Construction: Keep all exits required by code open during construction period; provide temporary exit signs if exit routes are temporarily altered.
2. Do not obstruct roadways, sidewalks, or other public ways without permission of Owner and permit if required.

#### **1.04 OWNER OCCUPANCY**

- A. The owner intends to occupy the Project upon Substantial Completion.
- B. Cooperate with Owner to minimize conflict and to facilitate Owner's operations.
- C. Schedule the Work to accommodate Owner occupancy.

#### **1.05 RULES FOR CONSTRUCTION WORKERS**

- A. The staff of the State of Iowa has a responsibility to protect the public by providing a secure environment. All work site rules must be followed to the letter, at all times.
- B. Quote Package #1 foreman must have a background check completed prior to entering the campus to perform work.
- C. Hot Work Permit Processes and Fire Watch, when necessary, will be adhered to for this project.
- D. All State properties are tobacco free. No smoking will be permitted or tolerated on campus unless in designated areas.
- E. You are permitted access only to the work site and no other area of the institution.
- F. Contractors will be allowed to utilize restroom facilities onsite on the first floor of the Wallace Building.
- G. Contractors will be allowed to utilize Six (6) parking stalls at the Wallace Building parking lot for staging and one (1) foreman parking spot. Parking for additional crew members is available at the parking lot on the corner of E 10<sup>th</sup> St. and Lyon St.
- H. No drugs, alcohol, or firearms are allowed on the work site. Do not leave money, drugs, alcohol, or firearms in your personal vehicle.
- I. Company and personal vehicles are to be parked and locked in designated or authorized areas of the work.
- J. Secure all tools at the end of the day. Maintain control of all tools, supplies, and debris at all times during the work.

#### **1.06 Quote PACKAGE INSTRUCTIONS**

- A. **Quote Package #01 – Sub Tunnel Support Beam Repairs:** Trade Contractor shall include all of the following, but not limited to, as part of the contract:
  1. This contractor shall provide support beam repairs in the Wallace Sub Tunnel as outlined in the construction documents in Exhibit C This includes but is not limited to providing and the installation of all shoring required for the removal of the existing beam and twist jack and the replacement beam and twist jack installation.
  2. The design of a shoring plan is the responsibility of this contractor, the shoring is to be designed, signed, and sealed by a licensed engineer. This design must be submitted to Shive Hattery Engineering for review/approval prior to the installation of the temporary shoring.
  3. This contractor shall protect all utilities in all tunnels during the entirety of construction. Utilities in the tunnel need to remain in-service throughout construction.
  4. At completion of the project, the contractor shall provide the following documentation:
    - a. As-built drawings
    - b. Contractor warranty(ies)
    - c. Unconditional Final lien waivers from all subcontractors and suppliers
    - d. AIA form G706, G706A, and G707

- e. 573 notification
- f. Final completion checklist
- g. Certificate of Final Completion completed via DocuSign

**Exhibit C Drawings**

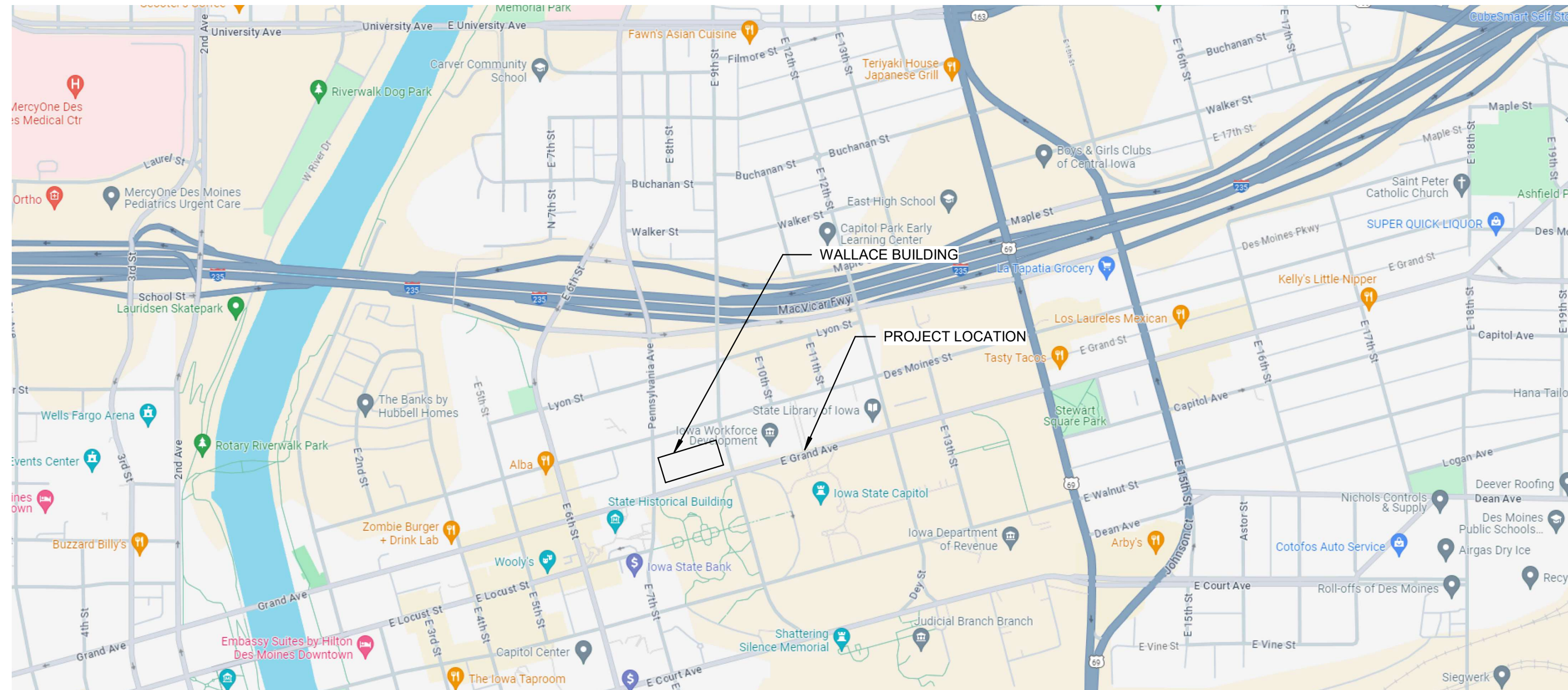
Capitol Complex Wallace Sub Tunnel Repair  
Request for Quote RFQ926801-03

**Due Tuesday, September 24<sup>th</sup>, 2024 at 2:00 PM (CT)**

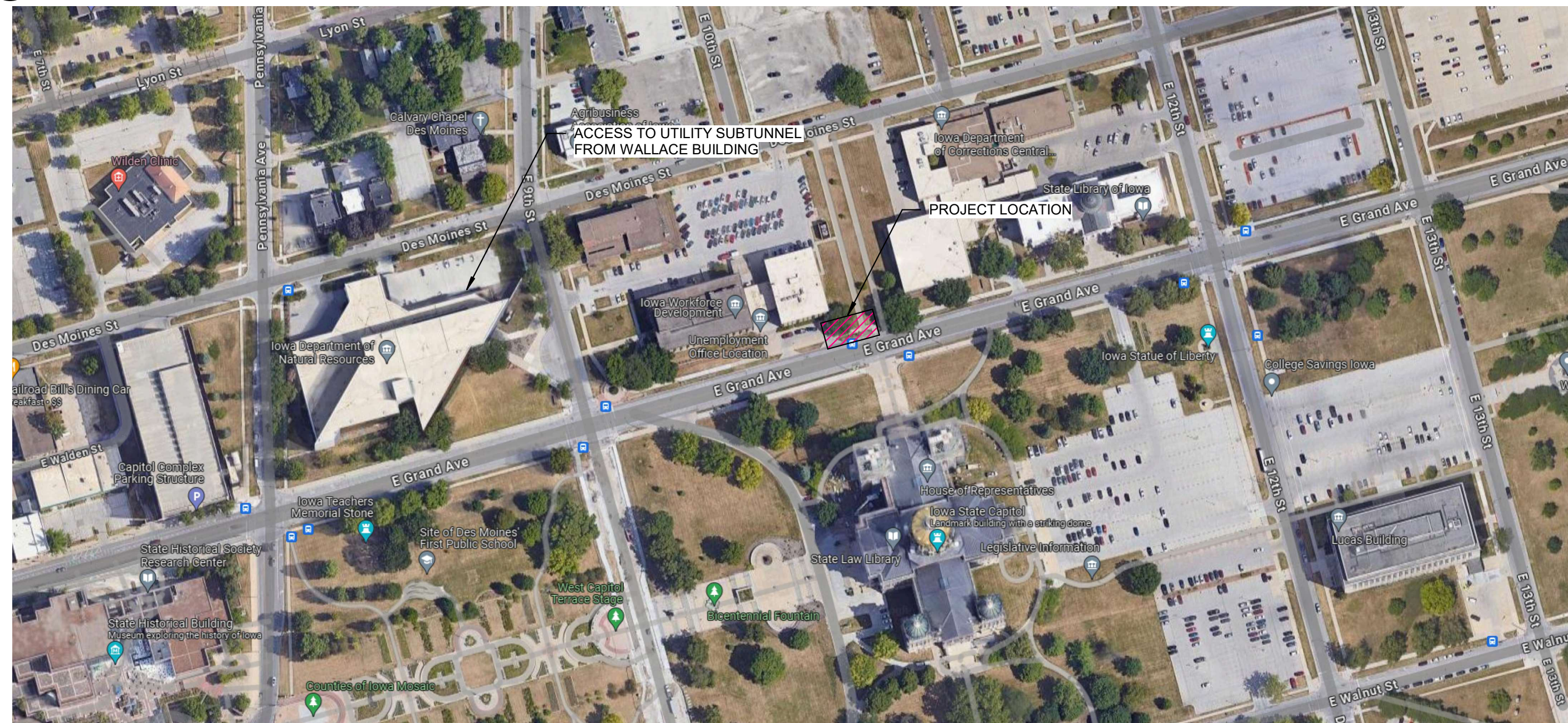
# CAPITOL COMPLEX WALLACE SUBTUNNEL REPAIR

## DAS PROJECT NO: 9268.01

WALLACE BUILDING  
502 E 9TH STREET  
DES MOINES, IA 50319



**A3** VICINITY MAP  
NOT TO SCALE



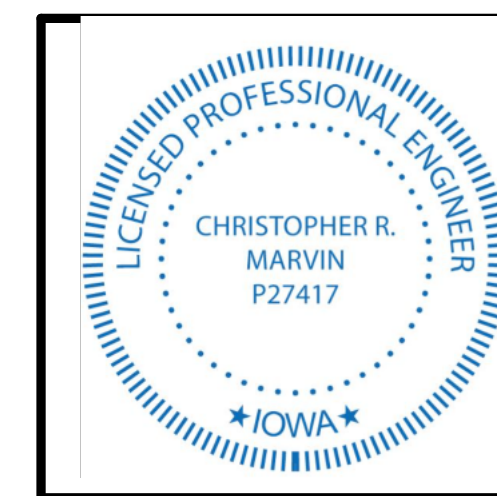
**A4** PROJECT MAP  
1" = 10'-0" 0 15'

## SHEET INDEX

SHEET	NAME
S000	COVER SHEET
S001	STRUCTURAL GENERAL INFORMATION AND DETAILS
S100	PLAN VIEWS AND ELEVATIONS
S200	ELEVATIONS AND PHOTOS

## CERTIFICATIONS

STRUCTURAL ENGINEER



I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

SIGNATURE: *Christopher R. Marvin* DATE: 8-6-2024  
PRINTED OR TYPED NAME: Christopher R. Marvin  
LICENSE NUMBER: P27417  
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2025  
PAGES, SHEETS OR DIVISIONS COVERED BY THIS SEAL: ALL

## CONTACT INFORMATION

### ENGINEER

SHIVE-HATTERY, INC.  
ATTN: CHRIS BAUER OR CHRIS MARVIN  
CBAUER@SHIVE-HATTERY.COM  
CMARVIN@SHIVE-HATTERY.COM  
4125 WESTOWN PKWY, SUITE 100  
WEST DES MOINES, IOWA 50266  
515-223-8104

### OWNER

IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES  
ATTN: JENNIFER KLEENE  
EMAIL: JENNIFER.KLEENE@IOWA.GOV  
109 SE 13TH STREET  
DES MOINES, IOWA 50319  
515-822-8197

### CONSTRUCTION MANAGER

DCI GROUP  
ATTN: TRAVIS HOYLE  
TRAVISH@DCIGROUP-US.COM  
220 SE 6TH ST, SUITE 200  
DES MOINES, IA 50309  
515-244-5043

### SITE ADDRESS

WALLACE BUILDING  
502 E 9TH ST.  
DES MOINES, IA 50319

CAPITOL COMPLEX WALLACE  
SUBTUNNEL REPAIR

ISSUED FOR: CONSTRUCTION  
PROJECT ISSUE DATE: 8/6/2024

S000

SHIVE-HATTERY  
ARCHITECTURE+ENGINEERING

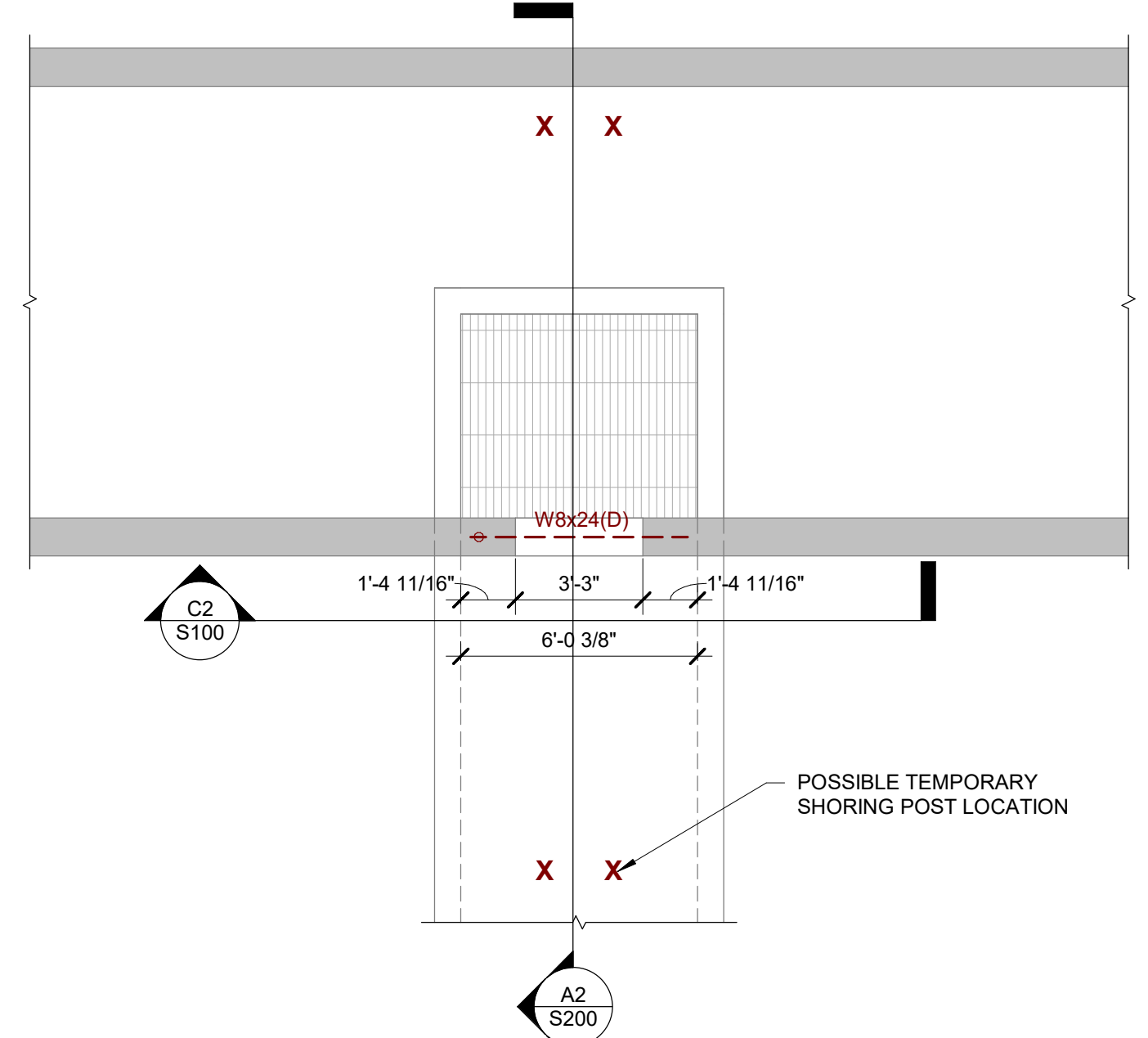
4125 WESTOWN PARKWAY, SUITE 100  
WEST DES MOINES, IA 50266  
515.223.8104 | SHIVE-HATTERY.COM

DAS PROJECT NO: 9268.01  
WALLACE BUILDING  
502 E 9TH STREET  
DES MOINES, IA 50319

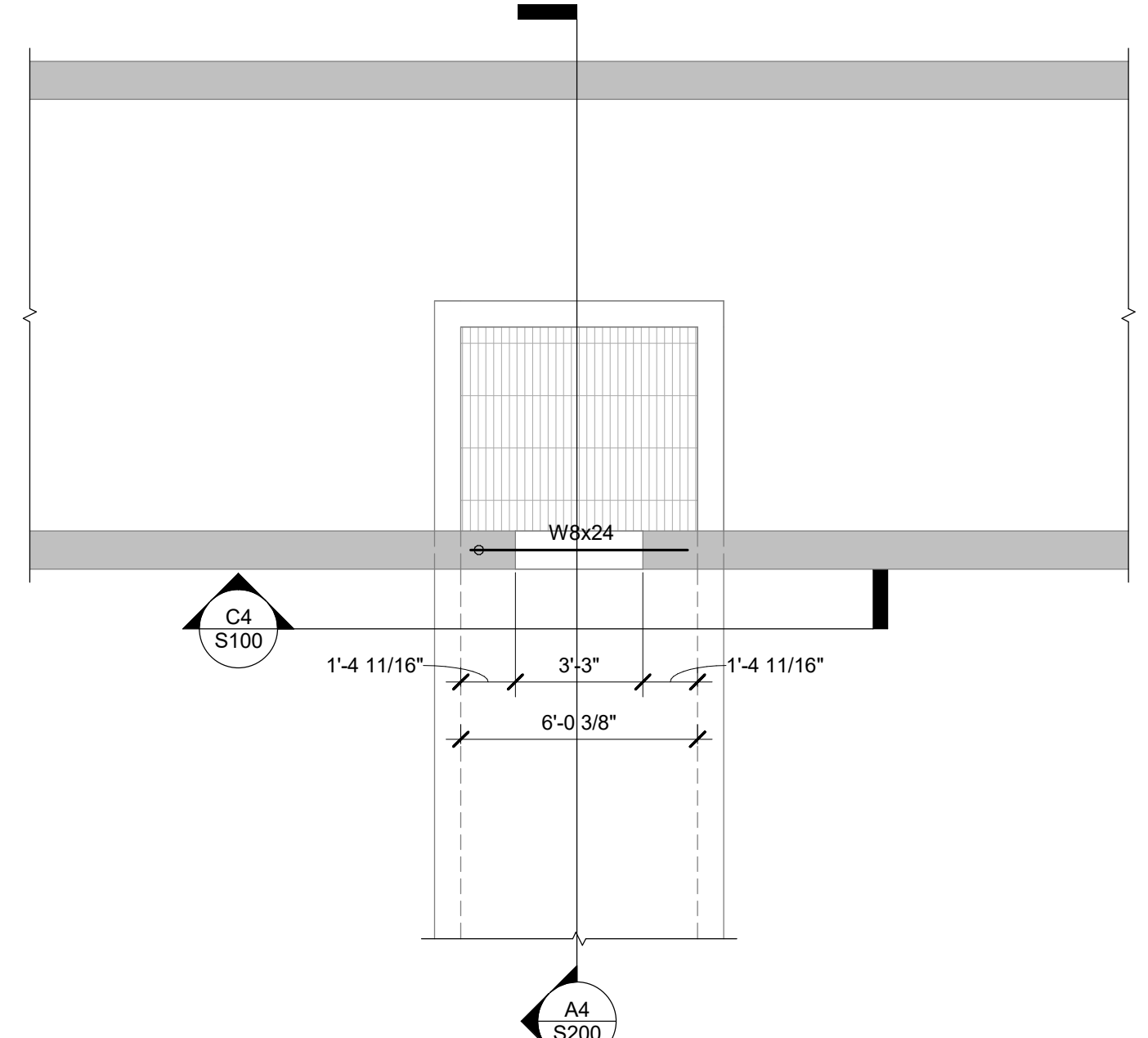
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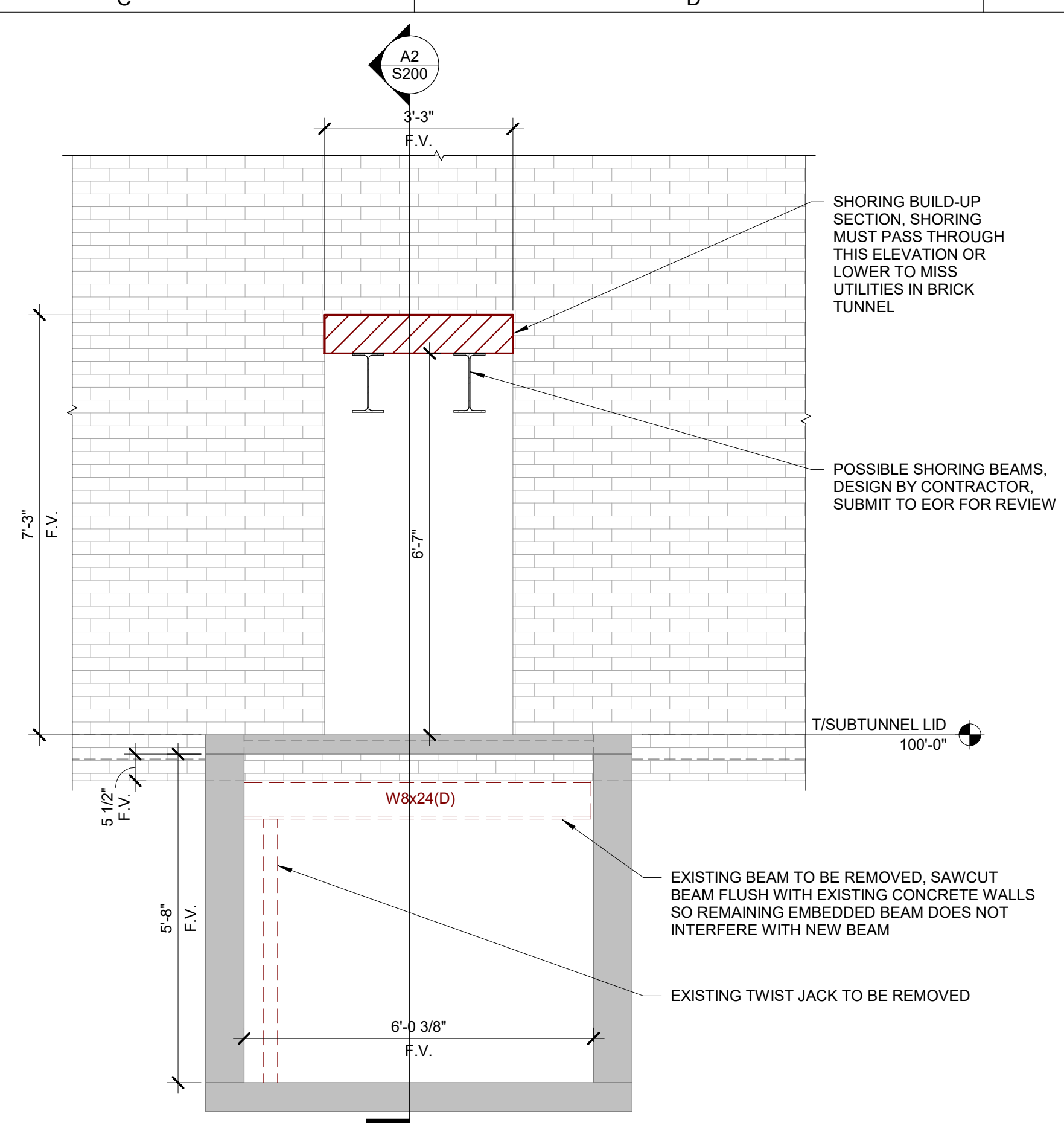
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8/6/2024, 10:08:00 AM



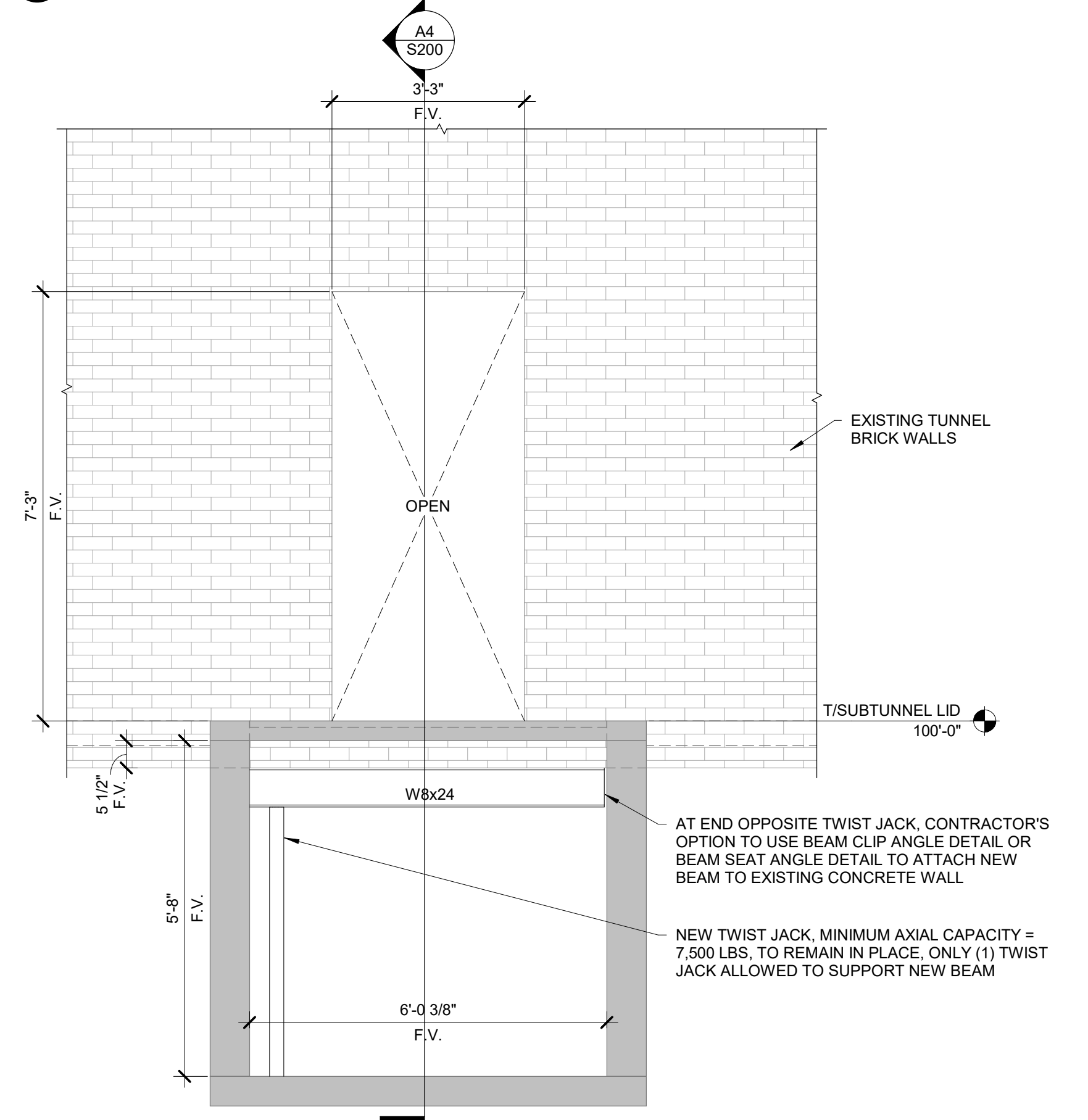
**(A2) DEMOLITION PLAN**  
1/4" = 1'-0" 0 6'



**(A4) FOUNDATION PLAN**  
1/4" = 1'-0" 0 6'



**(C2) DEMOLITION ELEVATION**  
1/2" = 1'-0" 0 3'

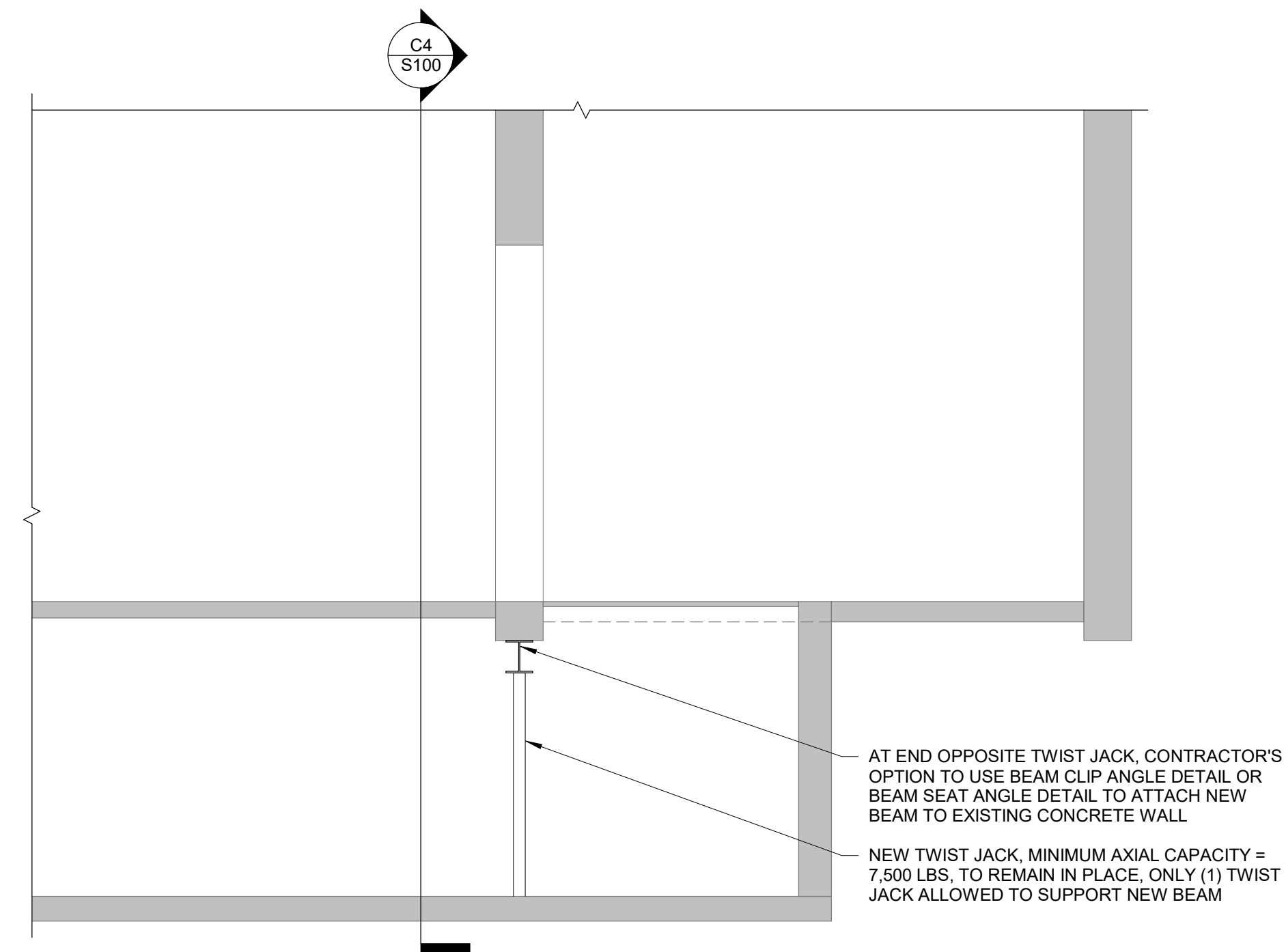
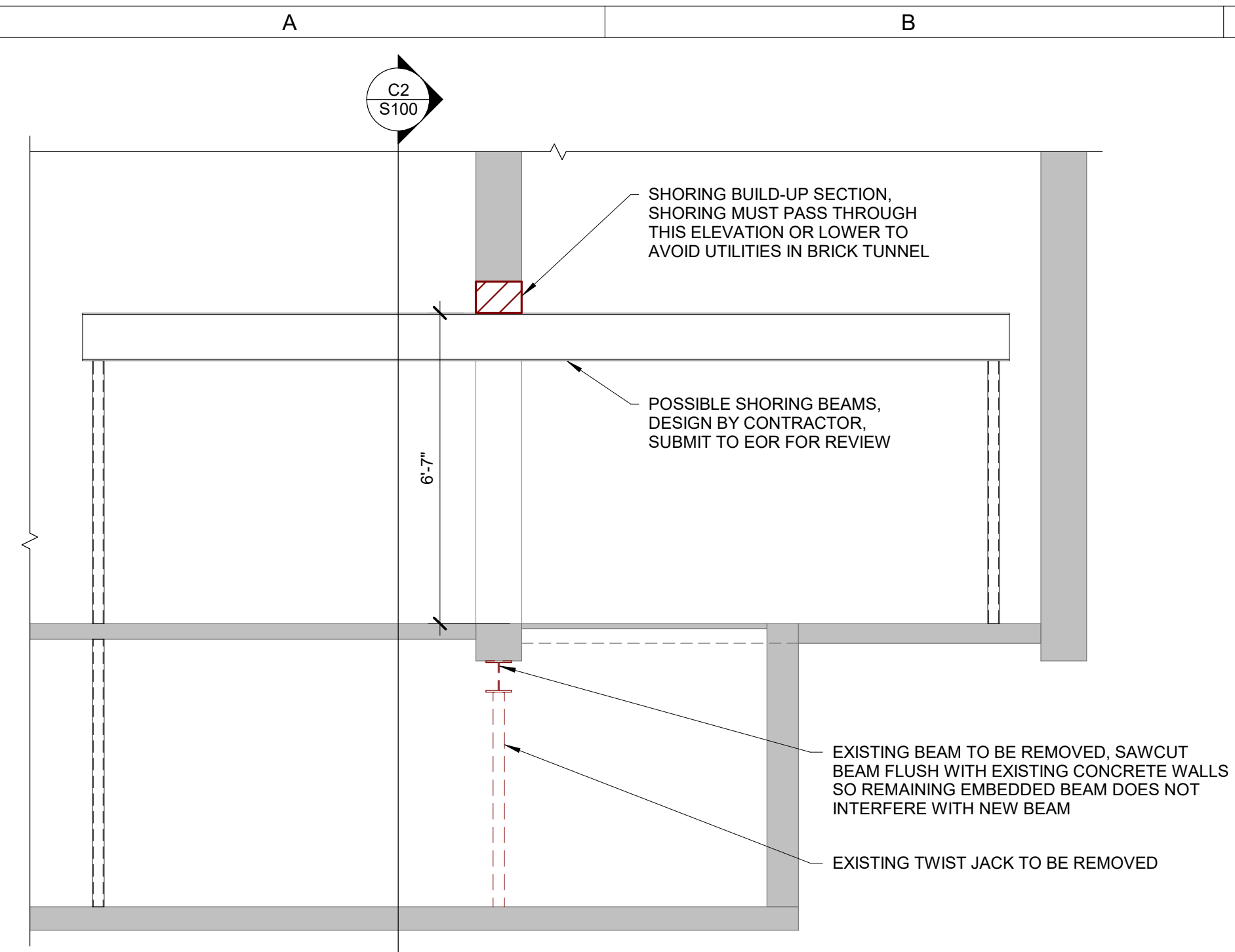


**(C4) NEW CONSTRUCTION ELEVATION**  
1/2" = 1'-0" 0 3'

**FOUNDATION PLAN NOTES**

- SEE SHEET S001 FOR GENERAL NOTES.
- NORTH ARROW SHOWN IS FOR STRUCTURAL REFERENCE ONLY. SEE CIVIL DRAWINGS FOR ACTUAL BUILDING ORIENTATION.
- CONTRACTOR SHALL FIELD VERIFY ALL EXISTING DIMENSIONS INDICATED INCLUDING FLOOR ELEVATIONS, DIMENSIONS, ETC.
- DESIGN OF A SHORING PLAN IS SOELY THE RESPONSIBILITY OF THE CONTRACTOR. THE SHORING IS TO BE DESIGNED, SIGNED, AND SEALED BY A LICENSED ENGINEER AND SUBMITTED TO THE ENGINEER OF RECORD FOR REVIEW PRIOR TO INSTALLATION OF THE TEMPORARY SHORING.
- CONTRACTOR SHALL PROTECT ALL UTILITIES IN ALL TUNNELS DURING ENTIRETY OF CONSTRUCTION. UTILITIES IN TUNNEL NEED TO REMAIN IN-SERVICE THROUGHOUT CONSTRUCTION.

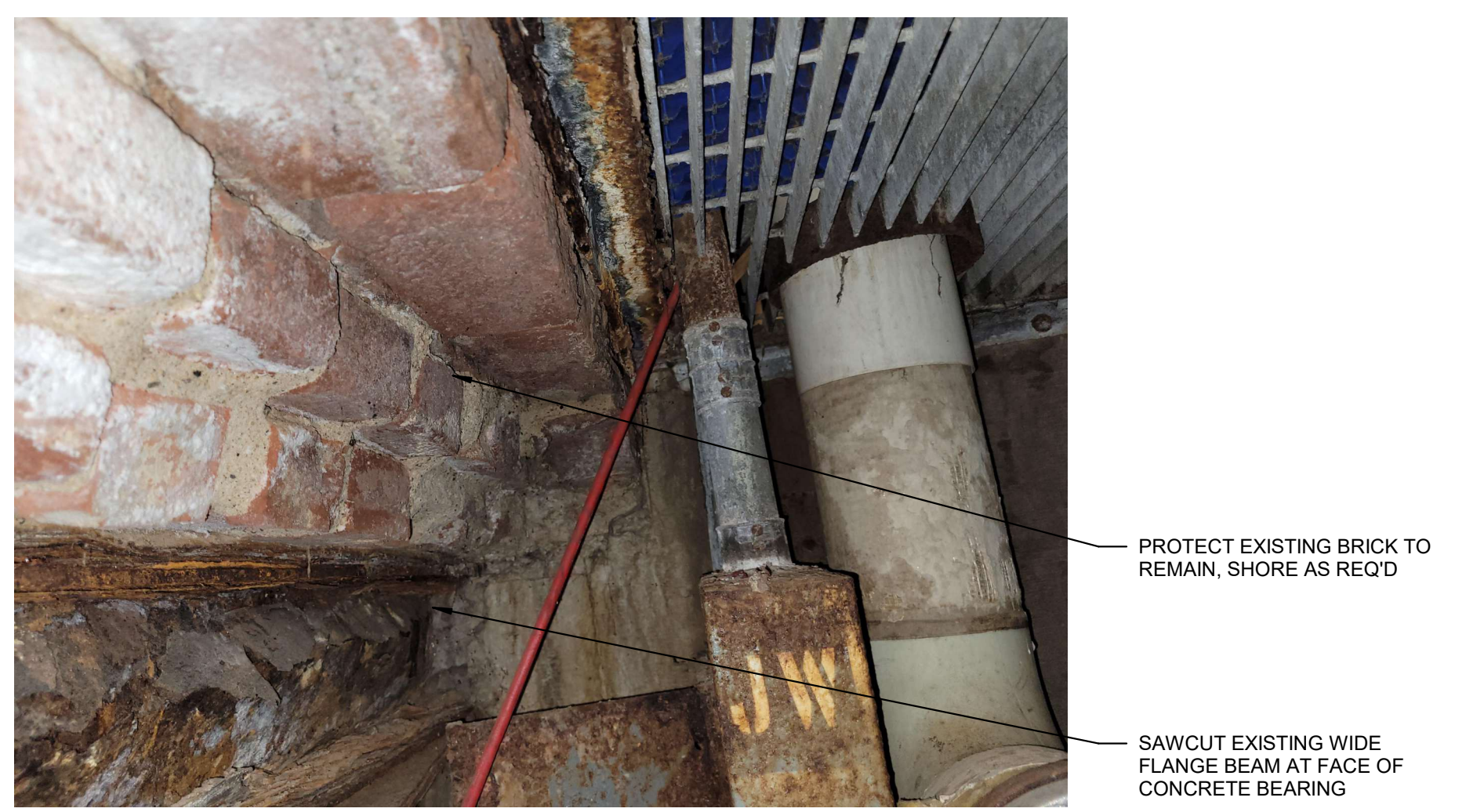
DRAWN BY	CRM
APPROVED BY	CRB
ISSUED FOR	CONSTRUCTION
ISSUE DATE	8/6/2024
PROJECT NUMBER	2142201940
FIELD BOOK	



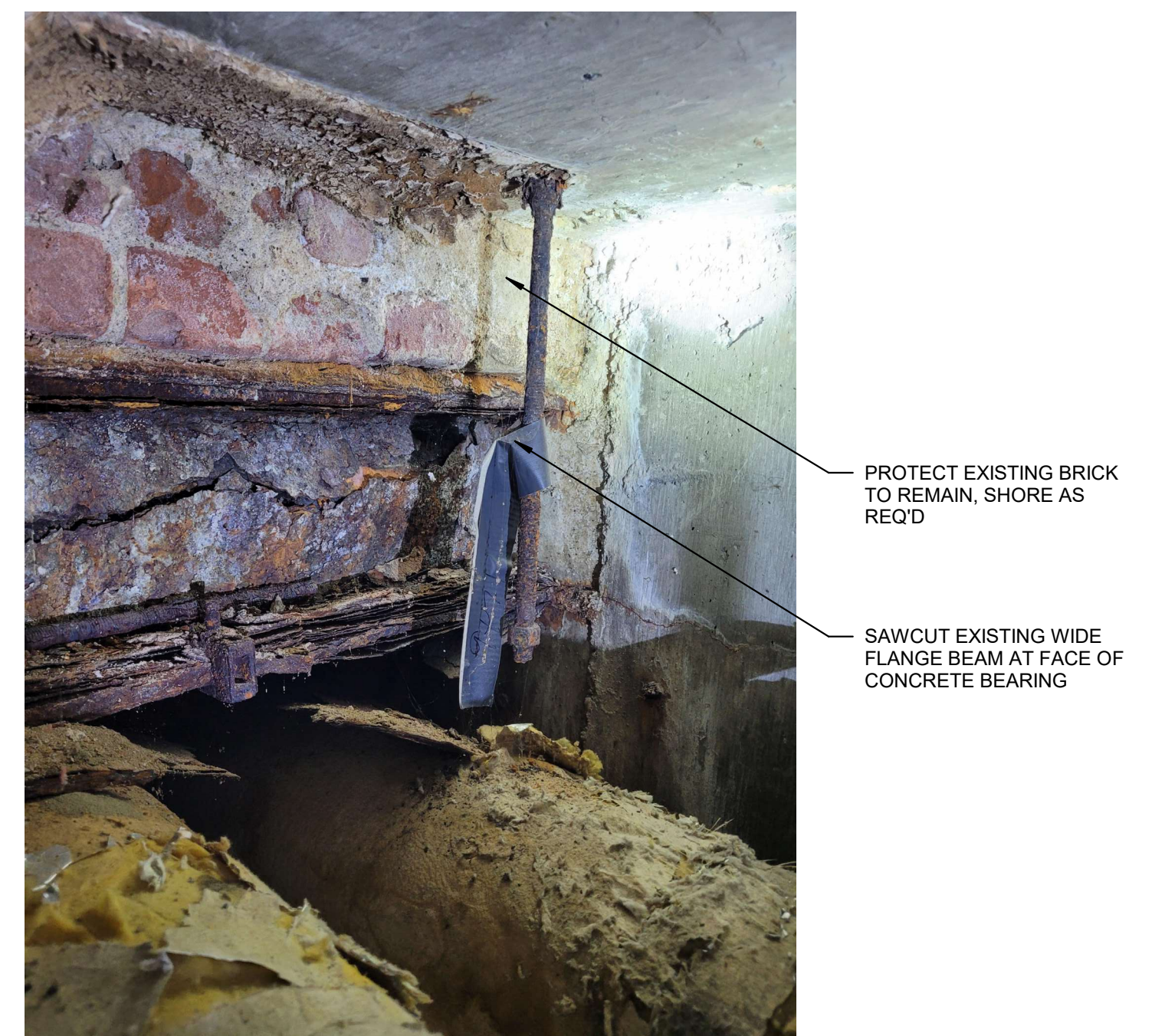
**C2** PHOTO 1  
1 1/2" = 1'-0"



**C3** PHOTO 2  
1 1/2" = 1'-0"



**C4** PHOTO 3  
1 1/2" = 1'-0"



**E2** PHOTO 4  
1 1/2" = 1'-0"



**E4** PHOTO 5  
1 1/2" = 1'-0"

**CAPITOL COMPLEX WALLACE  
SUBTUNNEL REPAIR**

DAS PROJECT NO. 9268.01  
WALLACE BUILDING  
502 E 9TH STREET  
DES MOINES, IA 50319

DRAWN BY	CRM
APPROVED BY	CRB
ISSUED FOR	CONSTRUCTION
ISSUE DATE	8/6/2024
PROJECT NUMBER	2142201940
FIELD BOOK	

**ELEVATIONS AND  
PHOTOS**

**Exhibit D Preliminary Schedule**

Capitol Complex Wallace Sub Tunnel Repair  
Request for Quote RFQ926801-03

**Due Tuesday, September 24<sup>th</sup>, 2024 at 2:00 PM (CT)**

Activity Name	Remaining Duration	Start	Finish	Prev Start (BL1 Start)	Prev Finish (BL1 Finish)	DC Re	September 2024							October 2024				November 2024				December 2024				January 2025								
							25	01	08	15	22	29	06	13	20	27	03	10	17	24	01	08	15	22	29	05	12	19	26	02				
<b>9268.01 Wallace Sub Tunnel Repairs</b>																																		
<b>Milestones</b>																																		
Contractors under Contract	0	09-Oct-24		09-Oct-24			◆ Contractors under Contract																											
Construction Start	0	05-Nov-24		05-Nov-24			◆ Construction Start																											
Final Completion	0		11-Dec-24		11-Dec-24		◆ Final Completion																											
Owner Closeout Conference	0		27-Dec-24		27-Dec-24		◆ Owner Closeout Conference																											
Owner Occupancy	0		02-Jan-25		02-Jan-25		◆ Owner Occupancy																											
<b>Preconstruction</b>																																		
<b>Consultant Selection</b>																																		
Environmental Consultant																																		
Design Consultnat																																		
Geotechnical Consultant																																		
Commissioning Consultant																																		
Hazardous Materials Consultant																																		
Special Inspections Consultant																																		
<b>Site Selection</b>																																		
<b>Design</b>																																		
Utility Providers																																		
<b>Bid Letting</b>																																		
Issue RFQ to Procurement (State)	1	30-Aug-24	30-Aug-24	30-Aug-24	30-Aug-24		Issue RFQ to Procurement (State)																											
Post RFQ to TSB (State), MBI, Planr	2	03-Sep-24	04-Sep-24	03-Sep-24	04-Sep-24		Post RFQ to TSB (State), MBI, Planrooms																											
RFQ Procurement	14	05-Sep-24	24-Sep-24	05-Sep-24	24-Sep-24		RFQ Procurement																											
RFQ Pre-bid Meeting	0	13-Sep-24		13-Sep-24			◆ RFQ Pre-bid Meeting																											
RFQ Questions Due	0		17-Sep-24		17-Sep-24		◆ RFQ Questions Due																											
RFQ Final Addendum	0		20-Sep-24		20-Sep-24		◆ RFQ Final Addendum																											
Quotes Due	0		24-Sep-24		24-Sep-24		◆ Quotes Due																											
Contractor NOIs	0	25-Sep-24		25-Sep-24			◆ Contractor NOIs																											
Contractor 5 Day Appeal Period	5	25-Sep-24	01-Oct-24	25-Sep-24	01-Oct-24		Contractor 5 Day Appeal Period																											
Contractor Contract Execution	10	25-Sep-24	08-Oct-24	25-Sep-24	08-Oct-24		Contractor Contract Execution																											
<b>Construction</b>																																		
<b>Administrative</b>																																		
Bid Package Scope Review (Each Pr	5	25-Sep-24	01-Oct-24	25-Sep-24	01-Oct-24		Bid Package Scope Review (Each Prime)																											
Contractor Site Specific Safety Plans	5	09-Oct-24	15-Oct-24	09-Oct-24	15-Oct-24		Contractor Site Specific Safety Plans Submitted																											
Construction Kick-Off Meeting	1	09-Oct-24	09-Oct-24	09-Oct-24	09-Oct-24		Construction Kick-Off Meeting																											
DNR Notification of Demolition & Rei	5	29-Oct-24	05-Nov-24	29-Oct-24	05-Nov-24		DNR Notification of Demolition & Renovation																											
Iowa Division of Labor Asbestos Abat	5	29-Oct-24	05-Nov-24	29-Oct-24	05-Nov-24		Iowa Division of Labor Asbestos Abatement Notification																											
<b>Procurement</b>																																		
Submittal Development	7	09-Oct-24	17-Oct-24	09-Oct-24	17-Oct-24		Submittal Development																											
Submittal Review	7	18-Oct-24	28-Oct-24	18-Oct-24	28-Oct-24		Submittal Review																											
Product Ordered	5	29-Oct-24	04-Nov-24	29-Oct-24	04-Nov-24		Product Ordered																											
Field Measurement	5	05-Nov-24	11-Nov-24	05-Nov-24	11-Nov-24		Field Measurement																											
Product Delivery	5	12-Nov-24	18-Nov-24	12-Nov-24	18-Nov-24		Product Delivery																											
<b>Site Development</b>																																		
Mobilization	5	05-Nov-24	11-Nov-24	05-Nov-24	11-Nov-24		Mobilization																											
Shoring Installation	3	12-Nov-24	14-Nov-24	12-Nov-24	14-Nov-24		Shoring Installation																											
Demo of beam & twist jack	5	15-Nov-24	21-Nov-24	15-Nov-24	21-Nov-24		Demo of beam & twist jack																											
Installation of new beam and twist jac	5	22-Nov-24	02-Dec-24	22-Nov-24	02-Dec-24		Installation of new beam and twist jack																											
<b>Foundations and Structure</b>																																		
<b>Interior</b>																																		

— Primary Baseline    — Critical Remaining Work  
— Actual Work    ◆ Milestone  
— Remaining Work



**Exhibit E Sample Certification of Insurance**

Capitol Complex Wallace Sub Tunnel Repair  
Request for Quote RFQ926801-03

**Due Tuesday, September 24<sup>th</sup>, 2024 at 2:00 PM (CT)**

