

Addendum 1 for RFP 938600-01

Project Name: DOC ASP Tunnel Repairs
RFP#938600-01
DAS Project #: 9386.01
Date: 6/6/2024

Pre-Proposal Meeting Minutes & Questions:

1. Please clarify if the State would like a topographic survey included in the project scope. Since the project intent is to remove and replace the tunnel cap/sidewalk to existing grades there would be an option to label the sidewalk as remove and replace to existing grades and eliminate the need for above ground topographic survey as a cost reduction option. However, if the Facility has any concerns with existing sidewalk grades, poor drainage along sidewalk etc. than we would recommend that the State include the requirement for a topographic survey to be completed and proposed design grades added to the construction documents. Please clarify if the State would like a topographic survey included in the project scope as we feel it could be designed either way.
 - a. ASP Client is unable to confirm existing grade/drainage issues on sidewalks at this time. Topographic survey can be included as an alternate, but not needed for base bid.
2. Please clarify that design for temporary shoring of tunnels is not included in the project.
 - a. Temporary shoring is not to be included. ASP preparing to limit traffic and block off areas of concern.
3. With the proposed short design schedule, we recommend that the State consider removing the 50% CD submittals, review, and cost opinion from the proposed scope. We feel the project scope is strait forward enough that this review would not be required and could save some effort and time to help get this project out to bid for a 2024 fall start of construction.
 - a. 50% CD will not be needed and removed from Project Scope.
4. Please clarify scope of design work to be limited to the Study's recommended tunnel lid replacement at two locations as follows: - Tunnels 6, 6A, 7, and 8 – approximately 350 feet. - Tunnels 5, 5A, 5B, and 5C – approximately 25 feet
 - a. Tunnel lid replacement is limited to the recommendations from the Finalized Study. Areas includes Tunnels 6,6A,7 and 8 approximately 350 feet as noted and tunnels 5,5A,5B and 5C approximately 25 feet as noted.

See attached Meeting Minutes from the June 3rd, 2024 Pre-Proposal Conference.

END OF ADDENDUM

RFP Pre-Proposal Minutes: Meeting #1

Meeting Date Jun 3, 2024 **Meeting Time** 11:00 AM - 11:45 PM Central Time (US & Canada)

Meeting Location ASP Admin Conference Room

Overview Meeting to allow prospective design firms to visit the project site, when possible, and learn more about the scope.

Notes

Attachments

Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Boyd Hoyt	Anamosa State Penitentiary	P: (319) 462-3504 ext. 2215	boyd.hoyt@iowa.gov	Present
Lisa Oswald	Anamosa State Penitentiary	P: (319) 462-3504	lisa.oswald@iowa.gov	Present
Adam Douglas	McGough Construction		adam.douglas@mcgough.com	Present
Noah Thelen	McGough Construction	P: (515) 639-3853	noah.thelen@mcgough.com	Present
Brandon Adams	State of Iowa - Department of Administrative Services		brandon.adams@iowa.gov	Present

Introduction

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Introductions				Open
		Description Attendance:				

Project Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Scope Review				Open
		Description We are addressing concerns regarding structural integrity of Anamosa utility tunnels in locations specified by the state along with locations reviewed by Shive Hattery project evaluation. Roughly 8 locations observed, locations where severely deteriorated and it is recommended that the roof over the tunnel be blocked off to large vehicle traffic and temporary shoring be installed until repairs can be made. Tunnels are as numbered (5 , 5A, 5B, 5C, 6, 6A, 7 and 8). Emergency repairs for locations 6,6A,7 and 8 to block off heavy traffic and install temporary shoring. These locations are critical and to be addressed with-in the next 2 years. Tunnels house steam, water, electrical and communication lines. Hazmat considerations should be a threat for any potential asbestos insulation and Lead painting or piping.				

Estimated \$781,000 in estimated cost for all locations.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	1	Schedule Review				Open
<p>Description</p> <ul style="list-style-type: none"> • Questions Due to construction.procurement@iowa.gov: June 5th, 10:00PM • Addendum Issued: TBD (Following Questions) • Proposals Due: June 10th, 2:00pm • Selection of Designer/Issue NOI: Week of June 10th • Execution of 803 Contract: Week of June 24th • Tentative Design Kickoff Meeting: Week of July 8th • 100% DD: Design Propose in RFP Schedule • 50% CD and budget: Design Propose in RFP Schedule • 95% CD: Design Propose in RFP Schedule • 100% CD and budget: August 23rd, 2024 • Contractor Bidding: September 2024 • Execution of Contractor's Contract(s): October 2024 • Submittals, Procurement and Construction: November 2024 to April 2025 • Closeout: April 2025 to May 2025 						

RFP Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	RFP Requirements Review				Open
<p>Description</p> <ul style="list-style-type: none"> • All questions to be directed to construction.procurement@iowa.gov <ul style="list-style-type: none"> ◦ Due on or before June 5th 10:00am. • DAS uses Procore online project management system for all projects, at no cost to the designer. • DAS uses a modified ConsensusDocs 803 Form of Agreement • DAS requires a project-specific Certificate of Insurance and specifies a Professional Liability policy of \$2,000,000 with a deductible of \$25,000 <ul style="list-style-type: none"> ◦ Must note in proposal if deductible is different and provide a letter of financial stability from bank ◦ Must provide COI prior to contract execution • Ensure the following items are included in the proposal: <ul style="list-style-type: none"> ◦ Project-specific schedule ◦ Resumes for all technical staff that will be assigned to the project ◦ Anticipated hours and rates for each person on the design team ◦ Lump sum broken down by schedule of values • Proposals shall be uploaded through the IMPACS Electronic Procurement System (do not email to Procurement). <ul style="list-style-type: none"> ◦ Link and information is in the RFP ◦ Designers will need to register prior to submission ◦ Designer should complete the registration process and ensure the ability to log in as soon as possible to ensure proposals can be submitted on the due date. ◦ Please make sure the electronic documents submitted contain any required signatures. Digital signatures will be accepted. 						

Conclusion

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Designer Questions				Open
Description Any questions?						

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting. Please contact State of Iowa - Department of Administrative Services if there are any discrepancies or questions with the content of these minutes.