

Addendum #01 for RFP #0919335041

Project Name: CCM IWD, 150 DM and JP HVAC Replacement

DAS RFP #: 0919335041

DAS Project #: 9075.00

Date: 10/26/2018

Addendum #1:

- Cover Page – Table of Contents, Clarifications, Revisions and Questions (2 pages)
- Exhibit A: Pre-Proposal Meeting Minutes and Sign In (4 pages)

Clarifications:

1. Balancing of all air-side systems, supply and exhaust, shall be part of the construction scope. Designer shall provide specifications and requirements for balancing.
2. Third party baseline testing of existing air-side systems is not anticipated. Designer is responsible to perform any necessary testing required to design equipment replacement, perform evaluation and provide required air flow for balancing of systems.
3. SOV should be broken out by building and phase of work (i.e. IWD 150, IWD 1000 and Jessie Parker).

Revisions:

1. VAV box repair/replacement for Jessie Parker only.
2. RTU3 at IWD 150 must be operational by February 15th, 2019.
3. Designer proposal for Jessie Parker shall be based on the replacement of the existing RTU. Designer shall include analysis of providing chilled water cooling in lieu of replacement of existing RTUs with the option to negotiate design of chilled water system.
4. All (4) AHU and associated systems shall be fully balanced at IWD 1000.

Questions:

1. Q: Are there drawings of the Jessie Parker VAV Boxes? How many VAV boxes need repairs or replacement? Are VAV boxes digital or pneumatic controls?
A: Existing pdf drawings for each building will be available to the selected Designer. There are approximately 153 existing VAV boxes at Jessie Parker. All VAV boxes are digital controls.
2. Q: Do you anticipate rezoning with the repair or replacement of the Jessie Parker VAV boxes?
A: No.
3. Q: What is expected in the schematic design deliverable?
A: Analysis of option to install chilled water piping at AHUs instead of replace RTUs at Jessie Parker, including budgetary costs and estimated energy savings for both options, recommendation of RTU sizing and efficiency.

4. Q: Does DAS want to include demolition of the unused air handler in IWD 1000 E Grand building basement?
A: Demolition is not anticipated or budgeted. However, it may be included to the extent needed to provide access to the working air handler for repairs.
5. Q: What is the budget for the project?
A: Approximately \$850,000 for the total project, including design and construction management. Based on \$25,000 each for the 9 RTU/piping/coil replacements and allowances for the remaining repairs and balancing.
6. Q: Are model numbers available for existing units?
A: Jessie Parker
- Unit A: Carrier 38AK024
 - Unit B: Carrier 38AK024
 - Unit C: Carrier 38AE044
 - Unit D: Carrier 38AK034
 - Unit E: Carrier 38AE044
 - Unit F: Carrier 38AK034

IWD 150

- All (3) units are Carrier 38AKS024---500--

END OF ADDENDUM #1

October 24th, 2018 at 1:00 PM

Owner/DAS/CM Team Introductions:

Iowa Department of Administrative Services (DAS) – Jennifer Kleene
Construction Manager – DCI Group – Michael Steen
DAS Purchasing Agent – Steve Oberbroeckling

General Project Description/Overview:

1. Design and construction administration for the evaluation and repairs or replacement of HVAC equipment at Jessie Parker, IWD 1000 and IWD 150.

Bid Package Process:

Overview of Instructions to Bidders – DCI Group

PROPOSALS DUE: November 2nd, 2018 at 2:00 PM

MAKE SURE IT IS SUBMITTED TO DAS AS THE REQUEST FOR PROPOSALS READS

2. Proposal Process

- a. Ensure all sections of 4.2 Proposal Content are included in proposal.
- b. Proposal shall include a Not-to-Exceed estimate for reimbursable expenses.
- c. Review Section 5.2 and ensure each of the criteria for evaluation are met.
- d. All questions after this meeting and prior to October 26th, to be submitted to Steve Oberbroeckling at steve.oberbroeckling@iowa.gov. Do not contact DAS or DCI Group directly for questions or clarifications.

3. Schedule

- a. Questions due **October 26th, 2018** by 2:00 PM CST
- b. An addendum will be issued to incorporate minutes and sign-in sheet from this Pre-Proposal Meeting.
- c. Final addendum will be issued no later than **October 30th, 2018** by 2:00 PM CST or no later than 48 hours prior to proposals being due.
- d. Proposals due **November 2nd, 2018** by 2:00 PM CST.
- e. Tentatively an NOI will be issued by November 5th, 2018.
- f. Tentatively the execution of contract is to be completed by November 12th, 2018.
- g. It is anticipated the development of construction documents to be completed by December 4th, 2018 and contract bidding to take place December 5th, 2018 – December 18th, 2018.
- h. Anticipated construction work to begin January 2019.

Scope of Work Overview:

1. Administrative

- a. Agreement between the Owner and Designer will be a modified ConsensusDocs 803

- b. Designer shall use the State of Iowa's Project Management Software, EADOC, throughout the duration of the project.
 - i. **SOV will need to be broken out per building.**
 - c. Successful Designer shall provide construction administration, including but not limited to, development of submittal master list (pre-con and close-out), submittal reviews, review and responses to RFIs, development of Architectural Supplemental Instructions for design revisions, change order review, review of Trade Contractor pay applications, periodic site visits, attendance at project meetings as required, and participation / development of contractor punch list.
 - d. Designer shall be responsible for issuing meeting agendas and minutes for all meetings during the design phases.
2. Evaluation, Design, & Construction
- a. Provide all disciplines necessary for complete design of the project.
 - b. Project schedule is driven by need to replace non-functioning roof top condensing unit at IWD 150. New unit needs to be operational by March 22nd, 2018. Designer may propose phased design/construction schedule to accommodate replacement.
 - c. Designer shall satisfy all Federal and State codes. The Design Professional will coordinate and be the main contact to life safety, energy, and all other applicable codes include submission for plan review to the State Fire Marshall's office. All applicable fees with the departments will be covered by the Design Professional.
 - d. Designer shall provide cost opinions at 100% DDs and 100% CDs.
 - e. Final submission of contract documents to include drawings and specifications for bidding. Designer to develop a complete set of specifications except for Division 00 which will be provided by DCI Group to incorporation into the designer specification book. The designers' specifications shall include Division 01 General Requirements and all Technical Specifications. DCI Group will distribute the Division 00 documents for incorporation into the Designer's specifications.
 - f. Field Observation reports shall be submitted to DCI Group for each site inspection within five (5) days of the site visit.
 - g. As part of design and construction, the designer shall, at a minimum, attend ten (10) site visits as follows: one (1) kick-off meeting, one (1) 100% design development document review meeting, one (1) 95% construction document review meeting, one (1) pre-bid meeting, one (1) construction kick-off meeting, two (2) construction reviews, one (1) substantial completion/punch list development, one (1) punch list approval, and one (1) one-year warranty correction period visit. This total does not include visits for review and documentation of existing conditions which shall be as-needed to accomplish design work.
3. Close out

- a. Provide Construction As-Builts drawings and specifications of all design modifications, including ASIs, PRs, COs and RFIs in both CAD and PDF formats.
- b. Review and approval of close-out documentation.
- c. Development and verification of punch list document with assistance from Construction Manager.
- d. Provide inspection and date for substantial completion along with Construction Manager.

State Rules

1. No smoking or smokeless tobacco use onsite.

Open Discussion**1. Jessie Parker**

- a. Designer to evaluate option to provide chilled water in lieu of RTU replacement
 - i. Feasibility and cost evaluation shall be included in this RFP with option to negotiate the design of switching to chilled water.
 - ii. Chilled water lines are accessible in south addition of Jessie Parker with no tunnel connecting the south addition to the north.
 - ii. Existing chillers have capacity for expansion.

1. IWD 1000

- a. A total of (4) air handler units are to be fully balanced

2. IWD 150

- a. Existing non-functioning unit needs to be operational by February 15th, 2019.
 - i. If date cannot be met, owner will purchase and install unit outside of this project. It is still expected that the Designer evaluates and provides recommendation on replacement unit but unit would not be included in construction documents.
 - ii. If unit is replaced outside of project, it will not be required that new units match replaced unit. Project documents will have a basis of design but bidding contractors will have the option to provide an approved equal.



Project Name: 9075.00 CCM IWD, 150 DM and JP HVAC Replacement

Meeting Purpose: Pre-Proposal Meeting

Date: October 24th, 2018 at 1:00 PM

Attendees

<u>Name</u>	<u>Company</u>	<u>Phone Number</u>	<u>E-Mail Address</u>
Eric Henderson	IMEG	(630) 717-2433	eric.j.henderson@imegcorp.com
Newin Suddarth	Alvine Engineering	515-243-0569	nsuddarth@alvine.com
Chris Deal	MODUS	(515) 251-7280	cdeal@modus-eng.com
Chad Bass	KCL Engineering	545-205-1397	cbass@kclengineering.com
Dennis Farinash	Bluestone Engineering	515-727-0700	farinashd@bluestoneinc.com
BILL MESSINGER	DAS	515-204-5983	bill.messinger@iowa.gov
Tyson Scheidecker	Shive-Hattery	515-210-8104	tyson@shive-hattery.com
GARRETT ARGENTBRIGHT	DCI GROUP	641-757-9791	GARRETTA@DCI GROUP-US.COM