

## **Addendum 1 for RFB 945800-01**

Project Name: DOC NCCF Powerhouse Water Heater Replacement

RFP#945800-01

DAS Project #: 9458.00

Date: 4/16/2025

Bids Due: April 24<sup>th</sup> no later than 2:00pm

### **Addendum #01 : Meeting Minutes/Sign-In & RCE Manufacture Substitutions**

1. Attached is the Pre-Bid Meeting Minutes and Sign In Sheet from the April 10<sup>th</sup> Pre-Bid Meeting at NCCF in the Powerhouse Building.
2. Questions Received submitted into DAS Procurement, listed below;
  - a. Would you be able to share what the engineer's estimated cost of the project is or the budget amount for the project.
    - i. Engineer estimate \$340,515
3. Attached is RCE addendum containing the accepted alternate manufactures requested.

END OF ADDENDUM

## RFB Pre-Bid Minutes: Meeting #1

<b>Meeting Date</b>	Apr 10, 2025	<b>Meeting Time</b>	11:00 am - 12:30 pm Central Time (US & Canada)
<b>Meeting Location</b>	NCCF Powerhouse		
<b>Overview</b>	Meeting to allow prospective bidders to visit the site, when possible, and learn more about the project.		
<b>Notes</b>			
<b>Attachments</b>	<a href="#">Image_20250416_0001.pdf</a> , <a href="#">RFB 945800-01 Project Manual - Final.pdf</a> , <a href="#">2025-03-14 - NCCF - Bid Issue Drawings.pdf</a>		

### Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Adam Douglas	McGough Construction		adam.douglas@mcgough.com	Absent
Noah Thelen	McGough Construction	P: (515) 639-3853	noah.thelen@mcgough.com	Present
Kurtis Bednarik	North Central Correctional Facility	P: (712) 297-7521	kurtis.bednarik@iowa.gov	Present
Wade Hammen	North Central Correctional Facility	P: (515) 574-4700	wade.hammen@iowa.gov	Present
Scott Jasper	Resource Consulting Engineers, LLC	P: (515) 509-8905	scott.jasper@resourcece.com	Present
Clint Rabe	Resource Consulting Engineers, LLC	P: (515) 509-8905	clint.rabe@resourcece.com	Absent
Jennie Elliott	State of Iowa - Department of Administrative Services		jennie.elliott@iowa.gov	Present

### Introduction

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Introductions				Open
		<b>Description</b> Attendees				
		<b>Official Documented Meeting Minutes</b> See attached meeting sign in sheet.				

### Project Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Project Description				Open
		<b>Description</b> Replacement of two existing water heaters and holding tanks in the powerhouse at North Central Correctional Facility. Replacement will be in Phased construction to allow the facility to maintain operation throughout construction. Phase 2 will not commence prior to Phase 1 being 100% operational. Existing booster pump and assembly to be demoed as noted on drawings with Phase 2.				

- Base bid #01 - Powerhouse Water Heater and Holding Tank Replacement
  - Cement Lined Holding Tank as per base bid.
  - All work including electrical included in bid
- Alternate #01 - Stainless Steel Holding Tank in Lieu of cement lined tank.
  - Lead Time and Cost Differences between tank options.
- Unit prices - NONE

**Official Documented Meeting Minutes**

Project scope was reviewed.

Stairs/Catwalk will need to be partly removed and shored up to allow tank to be removed.

It was explained that pricing and lead times are different from tanks.

facility would like to start project ASAP due to one tank/heater being offline currently.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	1	Project Schedule				Open
<b>Description</b> <ul style="list-style-type: none"> <li>• Contract(s) Issued: April 24th following NOI</li> <li>• Submittals: April 25th - May 8th</li> <li>• Construction: October - December (Base Bid) &amp; July - October (Alternate Option)</li> <li>• Closeout: December - January (Base Bid) &amp; October (Alternate)</li> </ul> <p>A pull-plan session will be held with the successful bid package contractors to finalize the construction schedule.</p> <p>State Holidays: New Year's Day, Martin Luther King Day, Memorial Day, 4th of July, Labor Day, Veterans Day, Thanksgiving and day after Thanksgiving, Christmas Day</p>						
<b>Official Documented Meeting Minutes</b> <p>Schedule was reviewed, timeframes will vary depending on lead times of manufacture tank options.</p>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	1	Site Rules				Open
<b>Description</b> <ul style="list-style-type: none"> <li>• Onsite supervision by Prime Contractor is required at all times when work by that contractor or their subcontractors/suppliers is taking place.</li> <li>• Contractors shall provide daily logs for each day they are on site.</li> <li>• Construction progress meeting will be established once construction starts.</li> <li>• It is of the utmost importance to show respect and courtesy to all staff at all times.</li> <li>• Clean all debris, materials, and bring all finishes back to existing conditions in the area they were working in prior to moving to the next area.</li> <li>• No smoking, vaping or smokeless tobacco use onsite inside facility.               <ul style="list-style-type: none"> <li>◦ Tobacco products cannot be left or given to inmates, if smoking or chewing clean up trash and keep out of facility.</li> </ul> </li> <li>• Temporary facilities by prime for their workers.</li> <li>• Tool control - NCCF will provide an orientation for all individuals prior to working onsite. The orientation lasts approximately 2 hours. This will include:</li> </ul>						

1. NCCF General Rules of Employee Conduct
  2. Dress Code and Appearance Guidelines
  3. IDOC Staff Sexual Misconduct with Offenders Policy
  4. PREA Policy and power point presentation to be completed by all site workers. This training takes about an hour and should be completed prior to the commencement of work.
  5. Tobacco Usage Policy
  6. IDOC/NCCF Entrance Procedure
- Cell phones - Cell phones, weapons, and cameras/camcorders are not allowed inside the facility.
  - No wearing Orange High Vis on site
  - Crews foreman are asked to check in at front gate prior to getting on site and give a list of all persons working.
  - Background checks
    - Must be performed on all on site employees, including sub-contractors.
    - The Contractor hereby explicitly authorizes the Iowa DAS to conduct criminal history and/or other background investigation(s) of the Contractor, its officers, supervisory personnel, employees, and other staff retained by the Contractor or their sub-contractors for the performance of the contract.
    - A State of Iowa record check request form will be provided at the pre-construction meeting of successful bidder.
  - In addition to background checks all contractors who will be working onsite will need to take the PREA test which can be found here: [https://docs.google.com/presentation/d/1\\_8lcvpMCYdqasseVuOxzY2ISqjS3RUI6Oups7t6-zA/pub?start=false&loop=false&delayms=3000&slide=id.p](https://docs.google.com/presentation/d/1_8lcvpMCYdqasseVuOxzY2ISqjS3RUI6Oups7t6-zA/pub?start=false&loop=false&delayms=3000&slide=id.p)
  - Work hours: 7am - 4pm, Monday through Friday unless arrangements are made in advance.
  - View Specification 01 1200 - Contract Summary for more information.

**Official Documented Meeting Minutes**

Rules were reviewed. Due to being outside facility some items are changed.

Phones OK

Foreman to still check in with list of workers each day.

Toilets and Dumpster to be set in drive outside of Powerhouse building.

Work Hours are still 7-4pm Monday-Friday.

NO Orange, yellow or other color highviz is ok.

Tool checks will not be required but all tools need to be locked up or removed daily.

**RFB Overview**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Bid Submission				Open
<b>Description</b> <ul style="list-style-type: none"> <li>• Bids are due <b>April 24th, 2025 by 2:00pm</b></li> <li>• The Bid shall be submitted to the Issuing Officer through the IMPACS Electronic Procurement System.               <ul style="list-style-type: none"> <li>◦ Link and information is in the project manual</li> <li>◦ Contractors will need to register prior to bidding</li> <li>◦ Bidders will need to register regardless of whether it has already done business with the State of Iowa.</li> <li>◦ Bidders should complete the registration process and ensure the ability to log in as soon as possible to ensure Bids can be submitted on the due date.</li> <li>◦ Please make sure the electronic documents submitted contain any required signatures. Digital signatures will be accepted.</li> </ul> </li> <li>• Bid Opening will be held via conference call on <b>April 24th, 2025 at 3:00pm</b></li> <li>• Contractor shall reference section 00 0116 for the bid submittal checklist               <ul style="list-style-type: none"> <li>◦ Bid Proposal Information</li> <li>◦ Non Discrimination Clause Information</li> <li>◦ Contractor Targeted Small Business Enterprise Pre-Bid Contract Information</li> <li>◦ Bid Security – 5% of total Bid amount</li> </ul> </li> </ul>						

- Apparent low bidder will be required to submit subcontractor/supplier list 48hrs after the bid opening

**Official Documented Meeting Minutes**

Process reviewed. Bidders aware of DAS and Impacs.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Bid Schedule				Open
<b>Description</b> <ul style="list-style-type: none"> <li>• Questions/Substitutions Due in Writing to <a href="mailto:Construction.Procurement@iowa.gov">Construction.Procurement@iowa.gov</a>: April 15th, 2025 by 2:00pm</li> <li>• Addendum Issued: April 17th, 2025 pending questions received.</li> <li>• Bids Due: April 24th, 2025 by 2:00pm</li> <li>• Tentative NOI Issued: April 25th</li> </ul>						
<b>Official Documented Meeting Minutes</b> Schedule reviewed, alternate manufactures expected to be submitted.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.3	1	Administrative Details				Open
<b>Description</b> <ul style="list-style-type: none"> <li>• Contractors will sign a modified ConsensusDocs 802. Example in the project manual.</li> <li>• Project-specific Certificate of Insurance must be provided prior to contract execution. Follow example in the project manual and limits in the 802.</li> <li>• Project-specific P&amp;P bonds must be provided prior to contract execution.</li> <li>• Successful contractor must turn in their list of subcontractors and suppliers within 48 hours of the bid.</li> <li>• DAS will provide tax exempt certificates upon request.</li> <li>• Procore will be used for all project management, at no cost to the trade contractor.               <ul style="list-style-type: none"> <li>◦ Submittals, Invoicing, RFIs, ASIs, PRs, RFQs</li> <li>◦ Contracts, Change Orders and Certificates of Substantial and Final Completion will also use Docusign</li> </ul> </li> <li>• Contractor Schedule of Values shall be broken out as specified in the project manual.               <ul style="list-style-type: none"> <li>◦ SOV must contain a closeout line item for at least 1% of the total contract value.</li> <li>◦ This line item can only be invoiced once the certificate of final completion has been signed by all parties.</li> </ul> </li> </ul>						
<b>Official Documented Meeting Minutes</b> Reviewed with bidders. OK and familiar with DAS systems.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Pre-Bid Site Visits				Open
<b>Description</b> <i>Review site and perform walk</i>						
<b>Official Documented Meeting Minutes</b> Powerhouse sitewalk with bidders.						

**Questions**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Questions				Open
<b>Description</b> Submit all questions in writing to construction.procurement@iowa.gov.						
<b>Official Documented Meeting Minutes</b> Questions Asked On Site:  What is the Bid Estimate? Construction budget was estimated at \$338,000.  Does the Tank need to be insulated? Yes, tank to be insulated or jacket installed.						

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.



## Meeting Sign-In Sheet

Project Name/#: NCCF Waterheater

Date: April 10<sup>th</sup>

Meeting Type: Re-Bid Meeting

Time: 11:00 AM

Prepared By: Noah Thelen

**Location:** NCTF

Please print informaton below:

[illegible]

## Addendum 01



RESOURCE  
CONSULTING  
ENGINEERS LLC

**Project:** NCCF Powerhouse Water Heater Replacements

Location: Rockwell City, Iowa

Date: 4/15/2025

Owner: Department of Administrative Services

Engineer: Resource Consulting Engineers, LLC

Project Number: 2024.029.00

ADDENDUM 01 IS ISSUED TO ALL PLAN HOLDERS:

Bidders shall acknowledge receipt of this Addendum in the appropriate space on the Bid Form by inserting its number. Information included in this Addendum forms part of the Contract Documents by revising the originally issued Drawings and Project Manual. Failure to acknowledge this Addendum may result in a Bid not being considered.

All items included in this Addendum shall supersede, modify, and/or change all statements or drawings to the contrary in the Drawings and Project Manual. The previously issued Drawings and Project Manual prepared for this Project are hereby modified, amended, or clarified as stated herein.

Addendum Item	Section/ Drawing Sheet	Paragraph/ Location	Attachment	Change
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### CHANGES TO PROJECT MANUAL

1	223400, Gas-Fired, Domestic Water Heating System	2.02, Commercial, Gas-Fired Hot Water Boilers	N/A	<b>Add</b> the following under "F. Other acceptable manufacturers": 4. Laars Heating Systems Company
2	223400, Gas-Fired, Domestic Water Heating System	2.04, Hot Water Generator Tanks	N/A	<b>Add</b> the following under "H. Other acceptable manufacturers": 6. Reco Commercial Systems 7. Thermal Leverage
3	223400, Gas-Fired, Domestic Water Heating System	2.05, Hot Water Generator Heat Exchangers	N/A	<b>Add</b> the following under "H. Other acceptable manufacturers": 4. Taco Comfort Solutions
4	235123, Gas Vents	2.01, Listed Special Gas Vents	N/A	<b>Add</b> the following under "B. Other Approved Manufacturers": 5. Z-Flex Venting Systems

END OF ADDENDUM