

STATE OF IOWA
DEPARTMENT OF ADMINISTRATIVE SERVICES
RFP COVER SHEET

RFP Number	005-RFP-3080-2027	Title of RFP	Capitol Complex Monument Repair and Restoration Services
Agency	Iowa Department of Administrative Services (DAS)		
Purpose of Solicitation	The purpose of this RFP is to establish a contract for professional monument assessment, conservation, restoration, repair, and related services for historic and civic monuments on the Capitol Complex.		
Number of years of the initial term of the contract	2	Number of possible annual extensions	4
Available to Political Subdivisions?			No
Available to other States or governmental entities outside of the State of Iowa?			No
State Issuing Officer: Name: Michael Bradbury Phone: 515-823-9327 E-mail: Michael.Bradbury@das.iowa.gov			
PROCUREMENT TIMETABLE—Event or Action		Date/Time	
State Posts Notice of RFP on the TSB website		10/05/2026	
State Issues RFP		10/07/2026	
RFP written questions, requests for clarification, and suggested changes from Respondents due		10/21/2026	
Proposals Due		11/04/2026	
Addenda and Amendments to this RFP will be posted here in the IMPACS Online Procurement System			
A template of the contract terms and conditions (hereafter, "Contract Terms and Conditions") is attached within the solicitation posting on IMPACS.			
Firm Proposal Terms			
The minimum number of days following the deadline for submitting proposals that the Respondent guarantees all proposal terms, including price, will remain firm is 120 Days.			
Relevant Websites			
Internet website where the Addenda to this RFP will be posted http://bidopportunities.iowa.gov and IMPACS Electronic Procurement System.			

Table of Contents

1	INTRODUCTION.....	3
2	ADMINISTRATIVE INFORMATION	5
3	FORM AND CONTENT OF PROPOSALS	12
4	SCOPE OF WORK	18
5	MANDATORY SPECIFICATIONS.....	23
6	EVALUATION AND SELECTION	25
7	CONTRACT TERMS AND CONDITIONS AND ADMINISTRATION.....	28

1 Introduction

1.1 Purpose

The purpose of this Request for Proposals (RFP) is to solicit proposals from Responsible Respondents to provide the goods and/or services identified on the RFP cover sheet and further described in Section 4 of this RFP to the Agency identified on the RFP cover sheet. The Agency intends to award a Contract(s) for the initial period identified on the RFP cover sheet, and the Agency, in its sole discretion, may extend the Contract(s) for up to the number of annual extensions identified on the RFP cover sheet.

1.2 Definitions

For the purposes of this RFP and the resulting contract, the following terms shall mean:

“Agency” means the agency identified on the RFP cover sheet that is issuing the RFP and any other agency that purchases from the Contract.

“Contract” means the contract(s) entered into with the successful Respondent(s) as described in Section 7.1.

“Contractor” means the awarded business/person to provide the contractual services agreed upon.

“Deliverable” means the completion of a milestone or accomplishment of a task.

“Proposal” means the Respondent’s proposal submitted in response to the RFP.

“Respondent” means the company, organization or other business entity submitting a proposal in response to this RFP.

“Responsible Respondent” means a Respondent that has the capability in all material respects to perform the scope of work and specifications of the Contract. In determining whether a Respondent is a Responsible Respondent, the Agency may consider various factors including, but not limited to, the Respondent’s competence and qualifications to provide the goods or services requested, the Respondent’s integrity and reliability, the past performance of the Respondent and the best interest of the Agency and the State.

“Responsive Proposal” means a Proposal that complies with the material provisions of this RFP.

“RFP” means this Request for Proposals and any attachments, exhibits, schedules or addenda hereto.

“State” means the State of Iowa, the Agency, and all state agencies, boards, and commissions, and any political subdivisions making purchases from the Contract as permitted by this RFP.

1.3 Overview of the RFP Process

This RFP is designed to provide Respondents with the information necessary for the preparation of competitive Proposals. The RFP process is for the Agency’s benefit and is intended to provide the Agency with competitive information to assist in the selection process. It is not intended to be comprehensive. Each Respondent is responsible for determining all factors necessary for submission of a comprehensive Proposal.

Respondent should review Request for Confidentiality, for more information if its Proposal contains confidential information. Any Proposal marked “Confidential” or “Proprietary” on every page may be disqualified.

It is the Agency’s intention to evaluate Proposals from all Respondents that submit timely Responsive Proposals and award the Contract(s) in accordance with evaluation and selection criteria provided in this RFP.

1.4 Background

The Iowa Capitol Complex in Des Moines features a rich collection of about 48 monuments that honor Iowa’s history, military service, and cultural heritage. Key highlights include the Soldiers’ and Sailors’ Civil War Monument, which commemorates Iowa’s Civil War veterans and marks the site of the original Capitol building; the Lincoln and Tad statue, one of several historic sculptures placed around the grounds; and multiple war memorials spanning conflicts from the Spanish American War to Vietnam. The World War II Memorial Plaza stands out with its striking 50-foot “Freedom Flame” and walkway chronicling major wartime events, along with an integrated Pearl Harbor tribute dedicated in 1991. Additional features include the Liberty Bell replica gifted in 1950 to recognize Iowa’s wartime bond efforts and various commemorative trees, benches, cannons, and modern sculptures that collectively tell the story of Iowa’s contributions and values across generations.

The State of Iowa is seeking Respondents to provide monument assessment survey, restoration, maintenance, and repair services for the State of Iowa.

1.5 Objectives

- Preserve, protect, and restore State-owned historic and civic monuments while maintaining their historical and architectural integrity.
- Obtain qualified professional services for monument assessment, conservation, restoration, repair, and maintenance.
- Establish consistent, appropriate, and sustainable restoration practices using qualified personnel, suitable materials, and recognized preservation standards.
- Identify and address deterioration, damage, and maintenance needs before conditions result in further damage or loss of historic materials.
- Minimize disruption to State operations and the public while protecting monuments and surrounding property during restoration activities.
- Provide the State with clear condition assessments, recommended treatments, documentation, and completed restoration work that meets applicable preservation standards and project requirements.

2 Administrative Information

2.1 Issuing Officer

The Issuing Officer identified in the RFP cover sheet is the sole point of contact regarding the RFP from the date of issuance until a Notice of Intent to Award the Contract is issued.

2.2 Restriction of Communications

From the issue date of this RFP until a Notice of Intent to Award the Contract is issued, Respondents may contact only the Issuing Officer. The Issuing Officer will respond only to written questions regarding the procurement process. Questions related to the interpretation of this RFP must be submitted as provided in Section 2. Oral questions related to the interpretation of this RFP will not be accepted. Respondents may be disqualified if they contact any State employee other than the Issuing Officer about the RFP except that Respondents may contact the State Targeted Small Business Office on issues related to the preference for Targeted Small Businesses.

This section shall not be construed as restricting communications related to the administration of any contract currently in effect between a Respondent and the State.

2.3 Downloading the RFP from the internet

The RFP and any addenda to the RFP will be posted at [IMPACS Electronic Procurement System](#). The Respondent is advised to check the website periodically for addenda to this RFP, particularly if the Respondent downloaded the RFP from the Internet as the Respondent may not automatically receive addenda. It is the Respondent's sole responsibility to check daily for addenda to posted documents.

2.4 Procurement Timetable

The dates provided in the procurement timetable on the RFP cover sheet are provided for informational and planning purposes. The Agency reserves the right to change the dates. If the Agency changes any of the deadlines for Respondent submissions, the Agency will issue an addendum to the RFP.

2.5 Questions, Requests for Clarification, and Suggested Changes

Respondents are invited to submit written questions and requests for clarification regarding the RFP. Respondents may also submit suggestions for changes to the specifications of this RFP. The questions, requests for clarifications, or suggestions must be in IMPACS on or before the date and time listed. Oral questions will not be permitted. If the questions, requests for clarifications, or suggestions pertain to a specific section of the RFP, Respondent shall reference the page and section number(s). The Agency will post written responses to questions, requests for clarifications, or suggestions received from Respondents in IMPACS.

The Agency assumes no responsibility for oral representations made by its officers or employees unless such representations are confirmed in writing and incorporated into the RFP through an addendum.

2.6 Amendment to the RFP

The Agency reserves the right to amend the RFP at any time using an addendum. The Respondent shall acknowledge receipt of all addenda in its Proposal.

If an addendum is posted after a firm has already submitted its proposal in IMPACS, the proposal will remain saved. However, the firm must review and acknowledge the addendum, then certify and resubmit its proposal.

To acknowledge an addendum, the firm must answer the newly posted question in the Questions section of IMPACS (“yes” or “no”) and then **CERTIFY** and **SUBMIT** the proposal. **It is the Respondent’s responsibility to check for posted addenda documents.**

If the Agency issues an addendum after the due date for receipt of Proposals, the Agency may, in its sole discretion, allow Respondents to amend their Proposals in response to the addendum.

2.7 Amendment and Withdrawal of Proposal

The Respondent may amend or withdraw and resubmit its Proposal at any time before the Proposals are due. The Proposal must be updated and submitted using IMPACS. Electronic mail and faxed amendments will not be accepted. Respondents must notify the Issuing Officer in writing prior to the due date for Proposals if they wish to completely withdraw their Proposal(s).

2.8 Submission of Proposals

Respondents must submit Proposals in the State’s [IMPACS Procurement System](#) before the “Proposals Due” date and time listed on the RFP cover sheet. **This is a mandatory specification and will not be waived by the Agency.** Any Proposal received after this deadline will be rejected and returned unopened to the Respondent. It is the Respondent’s responsibility to ensure that the Proposal is received prior to the deadline. Electronic mail and faxed Proposals will not be accepted. There is a 50MB per file size limitation, but no limit to the number of files. Plan accordingly.

Respondents must furnish all information necessary to enable the Agency to evaluate the Proposal. Oral information provided by the Respondent will not be considered part of the Respondent’s Proposal unless it is reduced to writing.

2.9 Proposal Opening

The Agency will open Proposals after the deadline for submission of Proposals has passed. The Proposals will remain confidential until the Agency has issued a Notice of Intent to Award a Contract. *Iowa Code Section 72.3*. However, the names of Respondents who submitted timely Proposals will be publicly available after the Proposal opening. The announcement of Respondents who timely submitted Proposals does not mean that an individual Proposal has been deemed technically compliant or accepted for evaluation.

2.10 Cost of Preparing the Proposal

The costs of preparation and delivery of the Proposal are solely the responsibility of the Respondent.

2.11 No Commitment to Contract

The Agency reserves the right to reject any or all Proposals received in response to this RFP at any time prior to the execution of the Contract. Issuance of this RFP in no way constitutes a commitment by the Agency to award a contract.

2.12 Rejection of Proposals

The Agency may reject outright and not evaluate a Proposal for reasons including, without limitation:

- 2.12.1** The Respondent fails to deliver the Cost Proposal in a separate file.
- 2.12.2** The Respondent acknowledges that a mandatory specification or an element of the Scope of Work of the RFP cannot be met.
- 2.12.3** The Respondent's Proposal changes a material specification of the RFP, or the Proposal is not compliant with the mandatory specifications of the RFP.
- 2.12.4** The Respondent's Proposal limits the rights of the Agency.
- 2.12.5** The Respondent fails to include information necessary to substantiate that it will be able to meet a specification of the RFP as provided in Section 5 of the RFP.
- 2.12.6** The Respondent fails to timely respond to the Agency's request for information, documents, or references.
- 2.12.7** The Respondent fails to include proposal security, if required.
- 2.12.8** The Respondent fails to include any signature, certification, authorization, stipulation, disclosure, or guarantee as provided in this RFP.
- 2.12.9** The Respondent presents the information requested by this RFP in a format inconsistent with the instructions of the RFP or otherwise fails to comply with the specifications of this RFP.
- 2.12.10** The Respondent initiates unauthorized contact regarding the RFP with a State employee other than the Issuing Officer.
- 2.12.11** The Respondent provides misleading or inaccurate responses.
- 2.12.12** The Respondent's Proposal is materially unbalanced. A Proposal in which line-item prices are structured so that it is possible that the Respondent who appears to be low will not end up having the lowest overall cost to the State due to high prices on particular line items.
- 2.12.13** There is insufficient evidence (including evidence submitted by the Respondent and evidence obtained by the Agency from other sources) to satisfy the Agency that the Respondent is a Responsible Respondent.
- 2.12.14** The Respondent is a "scrutinized company" included on a "scrutinized company list" created by a public fund pursuant to Iowa Code section 12J.3
- 2.12.15** Agency determines that Respondent is a Prohibited Company as defined by Iowa Code section 12K.1(4).

2.13 Nonmaterial Variances

The Agency reserves the right to waive or permit cure of nonmaterial variances in the Proposal if, in the judgment of the Agency, it is in the State's best interest to do so. Nonmaterial variances include but are not limited to, minor failures to comply that: do not affect overall responsiveness, are merely a matter of form or format, do not change the relative standing or otherwise prejudice other Respondents, do not change the meaning or scope of the RFP, or do not reflect a material change in the specifications of the RFP. In the event the Agency waives or permits cure of nonmaterial variances, such waiver or cure will not modify the RFP specifications or excuse the Respondent from full compliance with RFP specifications or other Contract specifications if the Respondent is awarded the Contract. The determination of materiality is in the sole discretion of the Agency.

2.14 Reference Checks

The Agency reserves the right to contact any reference to assist in the evaluation of the Proposal, to verify information contained in the Proposal and to discuss the Respondent's qualifications and the qualifications of any subcontractor identified in the Proposal.

2.15 Information from Other Sources

The Agency reserves the right to obtain and consider information from other sources concerning a Respondent, such as the Respondent's capability and performance under other contracts, the qualification of any subcontractor identified in the Proposal, the Respondent's financial stability, past or pending litigation, and other publicly available information.

2.16 Verification of Proposal Contents

The content of a Proposal submitted by a Respondent is subject to verification. If the Agency determines in its sole discretion that the content is in any way misleading or inaccurate, the Agency may reject the Proposal.

2.17 Proposal Clarification Process

The Agency reserves the right to contact a Respondent after the submission of Proposals for the purpose of clarifying a Proposal. This contact may include written questions, interviews, site visits, a review of past performance if the Respondent has provided goods and/or services to the State or any other political subdivision wherever located, or requests for corrective pages in the Respondent's Proposal. The Agency will not consider information received from or through Respondent if the information materially alters the content of the Proposal or the type of goods and/or services the Respondent is offering to the Agency. An individual authorized to legally bind the Respondent shall sign responses to any request for clarification. Responses shall be submitted to the Agency within the time specified in the Agency's request. Failure to comply with requests for additional information may result in the rejection of the Proposal.

2.18 Disposition of Proposals

All Proposals become the property of the State and shall not be returned to the Respondent. Once the Agency issues a Notice of Intent to Award the Contract, the contents of all Proposals will be public records and be available for inspection by interested parties, except for information for which Respondent properly requests confidential treatment according to exceptions provided in Iowa Code chapter 22 or other applicable law.

2.19 Public Records and Requests for Confidential Treatment

The Agency's release of public records is governed by Iowa Code chapter 22. Respondents are encouraged to familiarize themselves with Iowa Code chapter 22 before submitting a Proposal. The Agency will copy and produce public records upon request as required to comply with Iowa Code chapter 22 and will treat all information submitted by a Respondent as non-confidential records unless the Respondent requests specific parts of the Proposal be treated as confidential at the time of the submission as set forth herein **AND the information is confidential under Iowa or other applicable law.**

2.20 Form 22 Request for Confidentiality

COMPLETION AND SUBMITTAL OF FORM 22 IS REQUIRED. FAILURE TO SUBMIT A COMPLETED FORM 22 MAY RESULT IN THE PROPOSAL BEING CONSIDERED NON-RESPONSIVE AND NOT EVALUATED.

2.21 Copyright Permission

By submitting a Proposal, the Respondent agrees that the Agency may copy the Proposal for purposes of facilitating the evaluation of the Proposal or to respond to requests for public records. By submitting a Proposal, the Respondent consents to such copying and warrants that such

copying will not violate the rights of any third-party. The Agency shall have the right to use ideas or adaptations of ideas that are presented in Proposals.

2.22 Release of Claims

By submitting a Proposal, the Respondent agrees that it will not bring any claim or cause of action against the Agency or the State based on Respondent's misunderstanding concerning the information provided in the RFP or concerning the Agency's or the State's failure, negligent or otherwise, to provide the Respondent with complete, pertinent, or accurate information in this RFP, or for any failure to provide information that any Respondent might consider relevant for purposes of making a decision to submit a Proposal or to enter into any Contract resulting from this RFP.

2.23 Respondent Presentations

Respondents may be required to make a presentation. The determination as to need for presentations, and the location, order, and schedule of the presentations is at the sole discretion of the Agency. The presentation may include slides, graphics and other media selected by the Respondent to illustrate the Respondent's Proposal. The presentation shall not materially change the information contained in the Proposal.

2.24 Evaluation of Proposals Submitted

Proposals that are submitted timely and are not rejected will be reviewed in accordance with Section 6 of the RFP. The Agency will not necessarily award a Contract resulting from this RFP to the Respondent offering the lowest cost. Instead, the Agency will award the Contract(s) to the Responsible Respondent(s) whose Responsive Proposal the Agency believes will provide the best value to the Agency and the State.

2.25 Award Notice and Acceptance Period

Notice of Intent to Award the Contract(s) will be sent to all Respondents submitting a timely Proposal and may be posted at the website shown on the RFP cover sheet. Negotiation and execution of the Contract(s) shall be completed no later than thirty (30) days from the date of the Notice of Intent to Award or such other time as designated by the Agency. If the successful Respondent fails to negotiate and deliver an executed Contract by that date, the Agency, in its sole discretion, may cancel the award and award the Contract to the remaining Respondent the Agency believes will provide the best value to the State.

2.26 No Contract Rights until Execution

No Respondent shall acquire any legal or equitable rights regarding the Contract unless and until the Contract has been fully executed by the successful Respondent and the Agency.

2.27 Choice of Law and Forum

This RFP and the Contract shall be governed by the laws of the State of Iowa. Changes in applicable laws and rules may affect the award process or the Contract. Respondents are responsible for ascertaining pertinent legal requirements and restrictions. Any and all litigation or actions commenced in connection with this RFP shall be brought in the appropriate Iowa forum.

2.28 Preference

By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the state of Iowa. Preference application: Tied responses to solicitations,

regardless of the type of solicitation, are decided in favor of Iowa products and Iowa-based businesses per 11 IAC 117.6(1)-(2), 117.13(4).

2.29 Restrictions on Gifts and Activities

Iowa Code chapter 68B restricts gifts which may be given or received by State employees and requires certain individuals to disclose information concerning their activities with State government. Respondents are responsible for determining the applicability of Iowa Code chapter 68B to their activities and to comply with its requirements. In addition, pursuant to Iowa Code section 722.1, it is a felony offense to bribe or attempt to bribe a public official.

2.30 No Minimum Guaranteed

The Agency does not guarantee any minimum level of purchases under the Contract.

2.31 Post Solicitation Debriefing

A debriefing is available to any Respondent who submitted a proposal in response to this RFP. Respondent shall submit a written request for a debriefing to the Issuing Officer via email or other delivery method. All Respondents will be accorded fair and equal treatment with respect to their to its opportunity for debriefing. The debriefing shall be scheduled by the Agency as soon as practicable after receipt of debriefing request.

2.32 Appeals

An appeal related to this solicitation will be governed by 7 Iowa Admin. Code r.2506.101-106.

2.32.1 Notice of Intent to Appeal

A Respondent whose Proposal has been filed timely and who is aggrieved by the Notice of Intent to Award of the Department may appeal the decision by emailing notice of intent to appeal to the Director of the Department of Administrative Services with a carbon copy to the Issuing Officer. The written notice may be filed by fax transmission to 515.725.2064. The notice must be filed within five (5) days of the date of the Notice of Intent to Award issued by the Department. Late notices of intent to appeal will not be accepted.

2.32.2 Notice of Appeal

Within five (5) business days from the date the Department provides its initial evaluation materials to the Respondent, or within fourteen (14) days of the Notice of Intent to Appeal, a Respondent who is still aggrieved may file a formal appeal by emailing notice to the Director of the Department of Administrative Services with a carbon copy to the Issuing Officer. If the Respondent does not file a formal appeal in a timely manner, the appeal is waived. The Respondent is obligated to plead with particularity; notice pleading is inadequate.

At minimum, the formal appeal will include:

- a. The Respondent's contact information, including contact information for the individual filing the notice of appeal, the individual's association with the appealing Respondent, and a showing of the individual's authority to appeal on behalf of the appealing Respondent;
- b. Details of the award decision the Respondent is challenging;

- c. Why and how the Respondent is aggrieved by the decision;
- d. The legal and factual reasons for the Respondent's appeal, including references to the relevant grounds of appeal as set forth in Iowa Code section 17A.19(10); and
- e. The relief the Respondent is seeking.

The notice of appeal must clearly and fully identify all issues being contested by reference to the page, section and line number(s) of the RFP and/or the Notice of Intent to Award.

3 Form and Content of Proposals

3.1 Instructions

These instructions describe and define the format and content of the Proposal. They are designed to facilitate a uniform review process. Failure to adhere to the Proposal format may result in the rejection of the Proposal.

- 3.1.1** The Proposal shall be divided into two parts: (1) the Technical Proposal and (2) the Cost Proposal. The Technical Proposal and the Cost Proposal shall be labeled as separate files. The files shall be labeled with the following information:

005-RFP-3080-2027 - Respondent Name - Technical Proposal

005-RFP-3080-2027 - Respondent Name - Cost Proposal

Files must be uploaded and included as part of Respondent's submission in the State's [IMPACS Electronic Procurement System](#).

- 3.1.2** If the Respondent designates any information in its Proposal as confidential pursuant to Section 2.20 and RFP Form 22, the Respondent must also submit a public copy of the Proposal from which confidential information has been excised as provided in Section 2.20 and Form 22 which is marked "Public Copy". The file shall be labeled with the following information:

005-RFP-3080-2027 - Respondent Name - Public Copy

- 3.1.3** Proposal shall not contain promotional or display materials.

- 3.1.4** Attachments shall be referenced in the Proposal.

- 3.1.5** If a Respondent proposes more than one solution to the RFP specifications, each shall be labeled and submitted in separate Proposals, and each will be evaluated separately.

3.2 Technical Proposal

Any information provided in the Technical Proposal is subject to consideration for consideration, evaluation, and scoring. The following documents and responses shall be included in the Technical Proposal in the order given below:

Exhibit 1 - Transmittal Letter

An individual authorized to legally bind the Respondent shall sign the transmittal letter. The letter shall include the Respondent's mailing address, electronic mail address, fax number, and telephone number.

Exhibit 2 - Executive Summary

The Respondent shall prepare an executive summary and overview of the goods and/or services it is offering, including all the following information:

- Statements that demonstrate that the Respondent has read and understands the terms and conditions of the RFP including the Contract provisions in Section 7 and the Contract Terms and Conditions attached within the solicitation posting on IMPACS.
- An overview of the Respondent's plans for complying with the specifications of this RFP.
- Any other summary information the Respondent deems to be pertinent.

Exhibit 3 - Firm Proposal Terms

The Respondent shall guarantee in writing the goods and/or services offered in the Proposal are currently available and that all Proposal terms, including price, will remain firm for the number days indicated on the RFP cover sheet following the deadline for submitting Proposals.

Exhibit 4 - Respondent Background Information

The Respondent shall provide the following general background information:

- Name, address and telephone number of the Respondent's representative to contact regarding all contractual and technical matters concerning the Proposal.
- Name, address, telephone number, and e-mail address of the Respondent including all d/b/a's or assumed names or other operating names of the Respondent and any local addresses and phone numbers.
- State of incorporation, state of formation, or state of organization.
- Does the Respondent's state of residence have a preference for instate Contractors? Yes or No. If yes, provide the resident preference information.
- Form of business entity, e.g., corporation, partnership, proprietorship, or LLC.
- Number of employees.
- Type of business.
- Name, contact information and qualifications of any subcontractors who will be involved with this project the Respondent proposes to use and the nature of the goods and/or services the subcontractor would perform.
- Awarded Respondent will be required to register to do business in Iowa before payments can be made. For Contractor registration documents, go to:

<https://das.iowa.gov/procurement/vendors/how-do-business>

Exhibit 5 - Experience

The Respondent must demonstrate their organizational experience and capacity to perform the services described within this RFP. Information provided must focus on the Respondent's background, qualifications, and performance history as an entity. The Respondent's proposal must include the following information:

- Number of years in business.
- Number of years of experience providing the types of services requested in this RFP.
- The level of technical experience in providing the types of services requested in this RFP.
- Provide a list of all goods or services the Respondent has delivered within the past twenty-four (24) months that are comparable to those requested in this RFP. For each entry, include the name of the business or governmental entity that received the goods or services, the duration for which the goods or services were provided, a brief summary of the work performed, and the name, email address, and telephone number of a contact person for that entity.

- Letters of reference from three (3) current or former clients familiar with the Respondent's performance on similar contracts, including a contact name and telephone number for each.

Exhibit 6 - Termination, Litigation, and Debarment

The Respondent must provide the following information for the past five (5) years:

- Has the Respondent had a contract for goods and/or services terminated for any reason? If so, provide full details regarding the termination.
- Describe any damages or penalties assessed against or dispute resolution settlements entered into by Respondent under any existing or past contracts for goods and/or services. Provide full details regarding the circumstances, including dollar amount of damages, penalties and settlement payments.
- Describe any order, judgment or decree of any Federal or State authority barring, suspending or otherwise limiting the right of the Respondent to engage in any business, practice or activity.
- A list and summary of all litigation or threatened litigation, administrative or regulatory proceedings, or similar matters to which the Respondent or its officers have been a party.
- Provide any irregularities discovered in any of the accounts maintained by the Respondent on behalf of others. Describe the circumstances and disposition of the irregularities. Failure to disclose these matters may result in rejection of the Proposal or termination of any subsequent Contract. The above disclosures are a continuing requirement of the Respondent. Respondent shall provide written notification to the Agency of any such matter commencing or occurring after submission of a Proposal, and with respect to the successful Respondent, following execution of the Contract.

Exhibit 7 - Criminal History and Background Investigation

The Respondent hereby explicitly authorizes the Agency to conduct criminal history and/or other background investigation(s) of the Respondent, its officers, directors, shareholders, partners and managerial and supervisory personnel who will be involved in the performance of the Contract.

Exhibit 8 – Acceptance of Terms and Conditions

By submitting a Proposal, Respondent acknowledges its acceptance of the terms and conditions of the RFP and the Contract Terms and Conditions without change except as otherwise expressly stated in its Proposal. If the Respondent takes exception to a provision, it must:

- provide an editable Word redlined version of the RFP or Contract Terms and Conditions with its Proposal containing its proposed replacement language.
- provide a separate table summary listing the applicable RFP or Contract Terms and Conditions section references, the proposed changes, and the reason for each exception.

If Respondent's exceptions or responses materially alter the RFP, or if the Respondent submits its own terms and conditions or otherwise fails to follow the process described herein, the Agency may reject the Proposal, in its sole discretion.

Exhibit 9 – Respondent’s Approach to Meeting Scope of Work

Identify the services you are proposing to provide. Describe your capabilities in providing preservation services. Include before-and-after images of your work for each monument type listed below:

- Masonry and Stone Repair
- Metal/Bronze Conservation
- Concrete and Cast Stone
- Wood
- Inscriptions and Plaques
- Graffiti and Stain Removal

Section 4 sets forth the work that the successful contractor will perform. The Respondent shall address each subsection listed in Section 4 by first restating the subsection language from the RFP and then detailing the Respondent’s planned approach to meeting the scope of work in that subsection immediately after the restated RFP text. Responses to Section 4 shall be provided in the same sequence as presented in the RFP.

- Proposals should provide sufficient detail so that the Agency can understand and evaluate the Respondent’s approach and should not merely repeat the RFP language or state “will comply” or a similar statement.
- The Respondent is given wide latitude in the degree of detail they offer or the extent to which they reveal plans, designs, examples, processes, and procedures.
- The Respondent does not need to address any responsibilities that are specifically designated as Agency responsibilities.
- Proposals shall identify any deviations from the Scope of Work requirements or any elements within the Scope of Work that the Respondent cannot satisfy. If the Respondent deviates from or cannot satisfy the requirements in this section, the Agency may reject the Proposal.

Exhibit 10— Specifications

Section 5 sets forth the Mandatory Specifications for the goods and/or services the successful contractor must provide to the State. The Respondent shall address each Mandatory Specification listed in Section 5 by first restating the specification from the RFP and stating whether it will comply with each specification. The Respondent shall:

- Provide a clear explanation detailing how the Respondent will comply with each specification.
- If specified by the specification or if the context of the specification requires, the Respondent shall provide references and/or supportive materials to verify the Respondent’s compliance with each specification. Merely repeating the Section 5 specifications without demonstrating compliance may be considered non-responsive and result in the rejection of the Proposal.
- Identify any deviations from the specifications of the RFP or specifications the Respondent cannot satisfy. Failure to meet, or deviation from, a Mandatory Specification may result in rejection of the Proposal.

The Agency reserves the right to determine whether the Respondent’s explanations and supporting materials adequately demonstrate its ability to comply with the Mandatory Specifications. If the Agency determines the Respondent has not demonstrated such ability, the Proposal may be rejected.

By indicating compliance with a specification, the Respondent agrees that it shall comply with that specification throughout the full term of the Contract, if the Respondent is successful.

Exhibit 11 – Approach

Provide the initial approach to a monument assessment. Include details regarding hazardous material contents. Describe your ability to conduct a condition report. Provide a sample of a condition report.

Exhibit 12 – Preservation Process

Respondents shall describe their process as it relates to inspection, preparation, material selection, restoration, and closeout. Include how you ensure compliance with regulator requirements and standards.

Exhibit 13 – Implementation Plan

Describe recommended implementation strategy including on-site coordination and support services, best practice consulting options and professional services. Identify any third-party Contractors involved in Respondent's implementation strategy and describe these relationships. Describe the skills and time required by State of Iowa personnel. Describe the documentation provided with the services along with applicable costs for any additional documentation.

Exhibit 14 – Optional Features

Provide detailed information for any optional items that may be available. (Include costs for these items in the Cost Proposal)

Exhibit 15 – Service and Maintenance

Provide detailed information on your customer service program and maintenance plans. Include response times and the access to and timeliness of service engineers.

Exhibit 16 - Warranty

Provide warranty documentation for your proposed solution. Describe your replacement parts program, costs, and turnaround time.

3.3 Cost Proposal

The Respondent shall provide its Cost Proposal as a separate file using **Exhibit A – Cost Proposal Form** for the proposed goods and/or services. All prices shall be quoted pursuant to the terms and conditions of this RFP. Respondent's Cost Proposal shall include an all-inclusive, itemized, total cost in U.S. Dollars (including all travel, expenses, etc. in prices) for the proposed services. All pricing to be FOB Destination, freight cost, and all expenses included; and based on Net 60 Days Payment Terms. Cost proposals must include the following:

- Provide any one time and recurring costs for services. Recurring costs are to be for a 6-year period to cover initial term and extensions to contract.
- Hourly rates.
- Material costs.
- Any other costs associated with proposed services.
- Pricing for options.
- Initial project quote. (See attachment 3.)

Respondent Cost Proposal Requirements

Respondents shall submit cost proposals only for the types of restoration and repair work for which the Respondent has provided the required history, qualifications, and experience in its response to this RFP.

For example, a Respondent demonstrating experience with stone restoration should submit pricing for stone restoration projects only. A Respondent demonstrating experience with wood restoration should submit pricing for wood restoration projects only, and a Respondent demonstrating experience with bronze restoration should submit pricing for bronze restoration projects only.

Respondents shall not submit pricing for a category of work unless the Respondent has provided the corresponding history and experience required by this RFP. The State may disregard cost proposals submitted for work categories that are not supported by the Respondent's documented experience and qualifications.

Respondent Discounts

Respondents shall state in their Cost Proposals whether they offer any payment discounts, including but not limited to:

Prompt Payment Discount

- The State can agree to pay in less than sixty (60) days if an incentive for earlier payment is offered.

4 Scope of Work

4.1 Overview

- 4.1.1 The Respondent shall provide the services to the State in accordance with the requirements as provided in this Scope of Work.
- 4.1.2 The Respondent shall provide all labor, supervision, tools, equipment, materials, transportation, testing, documentation, and other resources necessary to assess, conservation, restore, repair, and related services in accordance with the Contract and applicable requirements.
- 4.1.3 The Respondent shall perform the work in accordance with this RFP, the approved treatment plan, applicable laws and codes, and applicable historic preservation standards and requirements.
- 4.1.4 The Respondent shall complete work on an as-needed, project-by-project basis.

Each monument, sculpture, or related feature requiring service, condition assessment and documentation, treatment plan, restoration and conservation, or other services will be issued as an individual work assignment.

The Contractor shall:

- Perform only the work specifically authorized by the State for each assignment.
- Acknowledge that no minimum number of assignments, hours, or projects is guaranteed under the resulting Contract, and all work will be initiated solely at the discretion of the State.
- Provide project-specific estimates, schedules, treatment plans, or other documentation when requested by the State prior to commencement of each assignment.
- Not begin work until receiving written authorization from the State for each individual assignment.
- Ensure that all services performed comply with the Scope of Work, Mandatory Specifications, applicable preservation standards, and all requirements outlined in this RFP, regardless of project size or scope.

The State reserves the right to determine the sequencing, priority, and timing of all assignments under the Contract.

4.2 Service Requirements

All work shall comply with the following, as applicable to the specific project:

- 4.2.1 **Preservation Standards** - The Respondent shall perform work in accordance with the Secretary of the Interior's Standards for the Treatment of Historic Properties and applicable National Park Service preservation guidance.
- 4.2.2 **State Historic Preservation Review** - When required, the Respondent shall coordinate with the Iowa State Historic Preservation Office (SHPO) and shall not commence work requiring historic preservation review or approval until the required review or approval has been completed.

- 4.2.3** Federal Historic Preservation Requirements - Projects utilizing federal funds or requiring federal approval, licensing, or permitting shall comply with applicable requirements of Section 106 of the National Historic Preservation Act of 1966 and its implementing regulations.
- 4.2.4** Survey Monuments and Infrastructure Markers - When work may disturb, remove, relocate, or restore a survey monument, geodetic monument, property marker, or other protected infrastructure marker, the Respondent shall comply with all applicable federal, state, county, and municipal requirements. The Respondent shall provide any required documentation, certificates, notifications, or filings associated with the disturbance, removal, relocation, or restoration of such markers. (such as Iowa Code Section 355.6A for geodetic/land survey monuments).
- 4.2.5** Industry Standards - The Respondent shall perform work in accordance with applicable ASTM, National Park Service, and other recognized industry standards applicable to the materials and methods used. Applicable standards may include, but are not limited to:
- ASTM C1515, E2167, and C1496, as applicable to stone conservation and restoration
 - ASTM D3359, as applicable to coating adhesion testing
 - ASTM C926, as applicable to mortar and plaster work
 - Other applicable ASTM standards identified by the Agency or required by the approved restoration methodology.
- 4.2.6** The Respondent shall comply with other applicable recognized industry standards and manufacturer requirements that are relevant to the materials, equipment, products, and restoration methods used.
- Where a referenced standard has multiple methods or procedures, the Respondent shall use the method appropriate to the material and proposed restoration treatment.
- 4.2.7** Testing - The Respondent shall obtain Agency approval before performing any destructive or potentially damaging testing or investigation of historic materials. Testing may include, as applicable, ASTM C97, C99, C1354, or other approved testing methods.
- The Respondent shall use non-destructive or minimally invasive testing methods whenever reasonably practicable.
- 4.2.8** Safety and Traffic Control - The Respondent shall comply with all applicable OSHA requirements, State and local safety requirements, and applicable traffic control requirements when work occurs in or adjacent to public rights-of-way.
- 4.2.9** Accessibility - The Respondent shall maintain required accessible routes and shall comply with applicable ADA requirements when performing work that affects pedestrian access or accessible routes adjacent to or around monuments.
- 4.2.10** Codes and Permits - The Respondent shall comply with all applicable federal, State of Iowa, county, and municipal laws, regulations, codes, ordinances, permits, and other requirements applicable to the work.

4.3 Condition Assessment and Documentation

- 4.3.1** The Respondent shall conduct an on-site condition assessment of each identified sculpture prior to beginning restoration work.
- 4.3.2** The Respondent shall document the existing condition of each sculpture through photographs and written observations.
- 4.3.3** The assessment shall identify, as applicable:
- Deterioration and damage
 - Previous repairs or restoration
 - Existing coatings, finishes, or treatments
 - Structural concerns or instability
 - Missing, damaged, or deteriorated components
 - Material composition and condition
 - Areas requiring cleaning, stabilization, repair, replacement, repointing, coating, consolidation, or other treatment
 - Other conditions that may affect the proposed restoration
- 4.3.4** The Respondent shall provide the Agency with a written condition assessment report within the timeframe specified by the Agency.

4.4 Treatment Plan

- 4.4.1** Based on the condition assessment, the Respondent shall develop and submit a written treatment plan for the Agency review and approval.
- 4.4.2** The treatment plan shall identify the proposed methods, materials, products, all applicable safety data sheets (SDS) and procedures for the Work.
- 4.4.3** The treatment plan shall address, as applicable:
- Cleaning
 - Stabilization
 - Repair
 - Replacement
 - Repointing
 - Coating or refinishing
 - Consolidation
 - Structural treatment
 - Other restoration or conservation treatments
- 4.4.4** The Respondent shall identify any proposed testing associated with the treatment plan, including the location, method, and purpose of the testing.

- 4.4.5 The Respondent shall not begin full-scale restoration work until the Agency has approved the treatment plan.
- 4.4.6 The Respondent shall not materially modify the approved treatment plan without prior Agency approval.

4.5 Restoration and Conservation

- 4.5.1 The Respondent shall perform restoration and conservation work in accordance with the approved treatment plan.
- 4.5.2 The Respondent shall use methods and materials appropriate to the sculpture's historic character, existing materials, condition, and intended appearance.
- 4.5.3 Original historic materials shall be retained whenever reasonably possible.
- 4.5.4 The Respondent shall use cleaning, repair, restoration, and conservation methods that minimize damage to or unnecessary alteration of historic materials.
- 4.5.5 The Respondent shall test proposed cleaning, repair, coating, or other treatment methods when appropriate before applying the treatment on a full-scale basis.
- 4.5.6 The Respondent shall notify the Agency upon discovery of concealed conditions, structural instability, unexpected deterioration, previously undocumented repairs, or other conditions that may affect the approved treatment plan.
- 4.5.7 The Respondent shall obtain Agency approval before proceeding with work materially affected by an unforeseen condition when the condition requires a change to the approved treatment plan.

4.6 Site Protection and Safety

- 4.6.1 The Respondent shall protect the sculpture, surrounding property, public, and work site throughout the performance of the Work.
- 4.6.2 The Respondent shall provide all required traffic and pedestrian controls, safety measures, barriers, signage, temporary protection, and other site controls necessary to safely perform the Work.
- 4.6.3 The Respondent shall take reasonable measures to prevent damage to the sculpture, adjacent structures, landscaping, public property, and other surrounding features.
- 4.6.4 The Respondent shall maintain the work area in a safe and orderly condition throughout the project.
- 4.6.5 The Respondent shall remove construction materials, debris, equipment, and temporary protections upon completion of the Work and shall leave the work area in a clean and acceptable condition.

4.7 Coordinate and Communication

- 4.7.1 The Respondent shall coordinate the Work with the Agency and other parties designated by the Agency.
- 4.7.2 The Respondent shall coordinate with applicable historic preservation authorities when required by the project or applicable law.

4.7.3 The Respondent shall promptly notify the Agency of conditions that may affect the schedule, cost, scope, safety, historic integrity, or successful completion of the Work.

4.7.4 The Respondent shall obtain Agency approval when required under this RFP before proceeding with changes to the approved treatment plan or restoration methodology.

4.8 Final Documentation and Acceptance

4.8.1 Upon completion of the Work, the Respondent shall provide final project documentation to the Agency.

4.8.2 Final documentation shall include, at a minimum:

- Before-and-after photographs
- Summary of work performed
- Materials and products used
- Testing performed and results, when applicable
- Areas repaired, replaced, or otherwise treated
- Recommendations for future maintenance or preservation

4.8.3 The Respondent shall provide any additional documentation reasonably necessary to establish the treatments and materials used during the project.

4.8.4 The Work shall be subject to Agency inspection and acceptance.

4.8.5 The Respondent shall correct deficiencies identified by the Agency that are attributable to the Respondent's failure to perform the Work in accordance with the Contract or approved treatment plan.

5 Mandatory Specifications

5.1 Overview

The successful Respondent shall provide the goods and/or services to the State in accordance with the specifications and technical specifications as provided in this Section. The Respondent shall address each specification in this Section and indicate whether it will comply with the specification. If the context requires more than a yes or no answer or the section specifically indicates, Respondent shall explain how it will comply with the specification. Proposals must address each specification. Merely repeating the specifications may be considered non-responsive and may disqualify the Respondent. Proposals must identify any deviations from the specifications of this RFP or specifications the Respondent cannot satisfy. If the Respondent deviates from or cannot satisfy the specifications of this section, the Agency may reject the Proposal.

All items listed in this section are Mandatory Specifications. Respondents must indicate either “yes” or “no” to each specification in their Proposals and provide an explanation as to how the specification is met. By indicating “yes” a Respondent agrees that it shall comply with that specification throughout the full term of the Contract, if the Respondent is successful. In addition, if specified by the specifications or if the context otherwise requires, the Respondent shall provide references and/or supportive materials to verify the Respondent’s compliance with the specification. The Agency shall have the right to determine whether the supportive information and materials submitted by the Respondent demonstrate that the Respondent will be able to comply with the Mandatory Specifications. If the Agency determines the responses and supportive materials do not demonstrate the Supplier will be able to comply with the Mandatory Specifications, the Agency may reject the Proposal.

5.2 Respondent Requirement

Minimum 5 years of documented experience with monument or historic artifact conservation demonstrated through the firm's prior work or the professional experience of key personnel performing the services.

5.2.1 Licensing

Respondent shall have license with appropriate classification (masonry, monument, stonework) for the work being completed.

5.2.2 Experience

Respondent must have the following experience:

5.2.2.1 Minimum 5 years of documented experience with monument or historic artifact conservation demonstrated through the firm's prior work or the professional experience of key personnel performing the services.

5.2.2.2 At least 3 comparable public-sector contracts/projects.

5.2.3 Personnel

The Respondent shall provide qualified personnel with appropriate experience and expertise in the assessment, conservation, restoration, and repair of historic sculptures and associated materials.

5.2.4 Oversight

Lead conservator/project manager with documented conservation or historic preservation training.

5.2.4.1 Skilled craftsmen in stone masonry, bronze restoration, metal conservation, lettering, and cleaning techniques.

5.2.4.2 Staff certifications where relevant (e.g., AIC—American Institute for Conservation workshops, stone/masonry trade certifications).

6 Evaluation and Selection

6.1 Introduction

This Section describes the evaluation process that will be used to determine which Proposal(s) provides the greatest value to the State. Agency will not necessarily award the Contract to the Respondent offering the lowest cost to the Agency. Instead, the Agency will award to the Respondent whose Responsive Proposal the Agency believes will provide the best value to the State.

6.2 Evaluation Committee

The Agency will use an evaluation committee to conduct a comprehensive, fair, and impartial evaluation of Technical Proposals received in response to this RFP. The evaluation committee will recommend an award based on the results of their evaluation to the Agency or to another person or entity that must approve the recommendation.

6.3 Technical Proposal Evaluation and Scoring

All Technical Proposals will be evaluated to determine if they comply with the Mandatory Specifications. The evaluation committee will fully evaluate and score all Responsive Proposals submitted by Responsible Respondents in accordance with this Section. In addition to other RFP requirements, to be deemed a Responsive Proposal, the Technical Proposal must obtain the minimum score for the Technical Proposal. If a Technical Proposal does not meet the minimum score, it will be rejected and the Respondent's Cost Proposal will not be evaluated.

ROUND 1	
Mandatory Specifications	Pass/Fail
ROUND 2 *	
Possible Points	
Background, Experience	100
Proposed Services	125
Approach	75
Preservation	50
Implementation Plan	50
Service and Maintenance	125
Optional Services	50
Warranty	125
Total Possible Technical Proposed Points	700
ROUND 2 *	
Possible Points	
Cost Proposal	300

*A Respondent must score a minimum Technical Score of 450 points to be eligible for the next round of evaluation and consideration for award.

6.4 Cost Proposal Scoring

The Cost Proposals will remain sealed during the evaluation of the Technical Proposals and any demonstrations. Only prospective Respondents who obtain the minimum score for their Technical Proposal will be considered during the cost evaluation phase of the review process. When a Technical Proposal does not meet the minimum score, the associated Cost Proposal will remain

unopened and will be returned to the Respondents upon request after the Lead State issues a Notice of Intent to Award the Contract. After the Technical Proposals are evaluated and scored, the Cost Proposals will be opened and scored.

The Cost Proposals for each Respondent will be evaluated in comparison with the other Cost Proposals received; however, the number of points possible will be proportional to each Respondent's technical evaluation score.

The Technical Proposal evaluation points received (numerator) is divided by the Technical Proposal evaluation points possible (denominator) and multiplied by the maximum number of points in the Cost Proposal evaluation. This provides the total points possible for the Respondent in the Cost Proposal evaluation.

Points Possible for Respondent =

Technical Evaluation Points Received x Maximum Points in Cost Evaluation

Technical Evaluation Points Possible

The lowest Cost Proposal (numerator) is divided by the Cost Proposal being evaluated (denominator) and multiplied by the points possible for the Respondent. This provides the Cost Proposal evaluation points awarded.

Cost Evaluation Points Awarded =

Lowest Cost Proposal Received x Points Possible for Respondent

Cost Proposal Being Evaluated

For example, suppose there are 10 maximum points in the cost evaluation. A Respondent that receives 100% of the possible points in the technical evaluation could earn 100% of the points possible in the Cost evaluation (e.g., 10 points). If the Respondent's Cost Proposal is the lowest cost, the full 10 points will be awarded.

However, a Respondent that receives only 50% of the points possible in the technical evaluation can earn only 50% of the points possible in the cost evaluation (e.g., 5 points). If the Cost Proposal is the lowest cost, only 5 points are awarded, compared to the 10 points that could have been awarded if the Respondent had received the highest technical evaluation score.

6.5 Tied Scores and Preferences

- 6.5.1 An award shall be determined by a drawing when responses are received that are equal in all respects and tied in price. Whenever it is practical to do so, the drawing will be held in the presence of the Respondents who are tied in price. Otherwise, the drawing will be made in front of at least three non-interested parties. All drawings shall be documented.
- 6.5.2 Notwithstanding the foregoing, if a tied score involves an Iowa-based Respondent or products produced within the State of Iowa and a Respondent based or products produced outside the State of Iowa, the Iowa Respondent will receive preference. If a tied

score involves one or more Iowa Respondents and one or more Respondents outside the state of Iowa, a drawing will be held among the Iowa Respondents only.

- 6.5.3** In the event of a tied score between Iowa Respondents, the Agency shall contact the Iowa Employer Support of the Guard and Reserve (ESGR) committee for confirmation and verification as to whether the Respondents have complied with ESGR standards. Preference, in the case of a tied score, shall be given to Iowa Respondents complying with ESGR standards.
- 6.5.4** Second preference in tied scores will be given to Respondents based in the United States or products produced in the United States over Respondents based or products produced outside the United States.
- 6.5.5** Preferences required by applicable statute or rule shall also be applied, where appropriate.

7 Contract Terms and Conditions and Administration

7.1 Contract Terms and Conditions

The Contract that the Agency expects to award as a result of this RFP shall comprise the specifications, terms and conditions of the RFP, written clarifications or changes made by the Agency to the RFP through an amendment to the RFP in accordance with the provisions of the RFP, the Contract Terms and Conditions attached within the solicitation posting on IMPACS., the offer of the successful Respondent contained in its Proposal, and any other terms deemed necessary by the Agency. No objection or amendment by a Respondent to the provisions or terms and conditions of the RFP or the Contract Terms and Conditions shall be incorporated into the Contract unless Agency has explicitly accepted the Respondent's objection or amendment in writing.

The terms and conditions in this Section 7, the Contract Terms and Conditions attached within the solicitation posting on IMPACS, and/or any Terms and Conditions attached to and accompanying this RFP as an attachment hereto, will be incorporated into the Contract. These Terms and Conditions may be supplemented at the time of contract execution and are provided to enable Respondents to better evaluate the costs associated with the RFP specifications and the Contract. All costs associated with complying with such Terms and Conditions should be included in any pricing quoted by the Respondent.

By submitting a Proposal, Respondent acknowledges its acceptance of the terms and conditions of the RFP and the Contract Terms and Conditions without change except as otherwise expressly stated in its Proposal in accordance with the instructions in Section 3 of this RFP.

The Agency will evaluate all Proposals without regard to any proposed modifications to any terms and conditions of the RFP or Contract Terms and Conditions by Contractor. Once a Proposal has been identified as the one for which an Award recommendation has been made, but prior to notifying Respondents of the decision, the Agency, in its sole discretion, may consider any proposed modifications to the terms and conditions of the RFP or Contract Terms and Conditions identified in that Proposal. The Agency reserves the right to either award a Contract(s) without further negotiation with the successful Respondent or to negotiate terms with the successful Respondent if the best interests of the State would be served. As such, if any proposed modifications are not determined to be in the best interests of the State, or appear to pose a substantial impediment to reaching agreement, the Agency may, in its sole discretion:

- 7.1.1** Issue a Notice of Intent to Award in favor of the successful Respondent, but decline to agree to or further negotiate any proposed modifications to terms and conditions identified by the Respondent in its Proposal;
- 7.1.2** Issue a Notice of Intent to Award in favor of the successful Respondent, and identify in the Notice proposed modifications to terms and conditions identified by the Respondent in its Proposal with which the Agency will or will not agree or further negotiate;
- 7.1.3** Enter open-ended negotiations with the successful Respondent; provided, that any such negotiations shall be limited to the proposed modifications to terms and conditions identified by Respondent in its Proposal;
- 7.1.4** Change the Agency's recommendation for Award and issue a Notice of Intent to Award to a Respondent whose proposal does not pose as great of a challenge to the Agency.

Any ambiguity, vagueness, inconsistency or conflict, either internal to such modification(s) or arising when read in conjunction with other portions of the Contract, shall be construed strictly in favor of the State. Only those proposed modifications identified in the Notice of Intent to Award issued by the Agency as terms and conditions with which the agency will or will not agree or further negotiate shall be part of the Contract, and the State may ignore all proposed modifications, accept one or more and ignore others, accept all or, through negotiations after an award, agree to compromise language concerning one or more proposed modifications to be incorporated into a final Contract between the parties. By executing and submitting its Proposal in response to this RFP, Respondent understands and agrees that the State may exercise its discretion not to consider any or all proposed modifications Respondent may request and may accept Respondent's Proposal under the terms and conditions of this RFP and the Contract Terms and Conditions.

7.2 Contractual Terms and Conditions – No Material Changes/Non-Negotiable

Notwithstanding anything in this RFP to the contrary, Respondent may not take exception to or propose including language in any resulting contract that conflicts with or is otherwise inconsistent with both the specific contract language prohibitions and requirements set forth in Iowa Code Sections 8A.311C and 8A.311D and the following:

7.2.1 Indemnification

Without specific authority to do so, the State, or agencies, cannot enter into agreements indemnifying Respondents, or any other entity, against third-party claims. A clause that intends to seek indemnification from the State, whether or not the clause contains the words "indemnity" or "indemnify," are not clauses to which the State may agree. The State will not agree to clause that includes the language "to the extent permitted by law" because, as explained, the State cannot indemnify Respondents to any extent.

7.2.2 Limitation of Liability

Iowa Code section 8A.311(22) and 11 Iowa Admin. Code chapter 120 establish the rules to allow the State to agree to a contractual limitation of vendor liability clause in limited circumstances. Any request by Respondent for the State to limit damages not in accordance with Iowa law or administrative rules is a request with which the State cannot agree.

7.2.3 Jurisdiction and Venue

Iowa Code chapter 13 establishes that the Iowa Attorney General is the State's attorney for all purposes, including management of litigation and claims against the state. The State may not preempt the Attorney General's authority by agreeing in advance to control the way litigation may be managed in the event of a dispute. Likewise, the State cannot agree to the jurisdiction or laws of another state or its courts, cannot agree to venue in another state, and cannot agree to participate in any form of alternative dispute resolution.

7.2.4 Confidentiality

All Iowa state agencies are subject to Iowa public records laws. The State cannot agree to contractual terms that attempt to prevent it from disclosing or disseminating records that constitute public records under Iowa Code chapter 22.

7.2.5 Unliquidated Expenses (i.e. Attorney Fees, Add-ons, or Cost Increases)

The State may not agree to clauses which may obligate it to pay for claims that might exceed its current funding appropriation. The State may only obligate those funds that have been appropriated to it by the Iowa Legislative Assembly and may only obligate those funds for the purposes for which the funds were appropriated.

7.3 Special Terms and Conditions**7.3.1 Term Length**

The Contract shall have an initial term of two (2) years, beginning on the date of contract execution (the "Effective Date"). At the end of the Contract's initial term, the State shall have the option, in its sole discretion to renew the Contract on the same terms and conditions for up to a total of four (4) additional one-year terms, for a total contract term not to exceed six (6) years. The State will give the Contractor written notice of its intent whether to exercise each option no later than sixty (60) days before the end of the Contract's then-current term.

7.3.2 Payment Methods

The State of Iowa, in its sole discretion, will determine the method of payment for goods and/or services as part of the Contract. The State Pcard and EAP are preferred payment methods, but payments may be made by any of the following methods: Pcard/EAP, EFT/ACH, or State Warrant. Respondents shall indicate in their Cost Proposals all of the payment methods they will accept. This information will not be scored as part of the Cost Proposal or evaluated as part the Technical Proposal.

7.3.3 Electronic Funds Transfer (EFT) by Automated Clearing House (ACH)

The State of Iowa may make payment by EFT by ACH. Payments are deposited into the financial institution of the claimant's choice three working days from the issue date of the direct deposit.

[Payments & Invoices | Iowa Department of Administrative Services](#)

7.3.4 State Warrant

The State of Iowa's warrant drawn on the Treasurer of State is used to pay claims against the departments of the State of Iowa. The warrant is issued upon receipt of proper documentation from the issuing department.

7.3.5 Credit Card or ePayables

The State of Iowa's Purchasing Cards (Pcards) and ePayable solution (EAP) are commercial payment methods utilizing the VISA credit card network. The State of Iowa will not accept price changes or pay additional fees if Respondent uses the Pcard or EAP payment methods. Pcard-accepting Respondents must abide by the State of Iowa's Terms of Pcard Acceptance. Respondents must provide a statement regarding their ability to meet the requirements of this subsection, as well as identifying their transaction reporting capabilities (Level I, II, or III).

7.3.6 Terms and Conditions for State of Iowa Purchasing Cards

The State of Iowa shall pay Contractor's invoices using its Purchasing Card Program (Pcard) whenever possible. The Pcard is a VISA credit card issued by U.S. Bank to allow

authorized employees to make purchases on behalf of the State. It is a faster, more convenient alternative to traditional invoicing and remittance processing, allowing US Bank to pay the Contractor directly, generally within 48 hours of the transaction. Contractor shall comply with security measures for Pcard payments including:

Contractor shall comply with Payment Card Industry Data Security Standard (PCI DSS) to ensure confidential card information is not compromised;

- Contractor shall adhere to Fair and Accurate Credit Transactions Act requirements that limit the amount of consumer and account information shared for greater security protection;
- Contractor shall not write down card numbers or store card information. When accepting orders by phone, Contractor shall process the transaction during the call and send itemized receipts (excluding card numbers) to the cardholder by fax, email, or mail (with delivery);
- Contractor shall process payment for items when an order is placed only for items currently in stock and available for shipment, and only for services already rendered;
- Contractor shall confirm that the name of purchaser matches the name on the card;
- Contractor shall ensure Internet orders are processed via secure websites, featuring Verisign, TRUSTe, BBBOnline, or "https" in the web address;
- Contractor shall shred any documentation with credit card numbers.

7.3.7 Payment Terms

Per Iowa Code 8A.514 the State of Iowa is allowed sixty (60) days to pay an invoice submitted by a Contractor.

7.3.8 Respondent Discounts

Respondent shall state in their Cost Proposals whether they offer any payment discounts.

7.3.9 Prompt Payment Discount

The State can agree to pay in less than sixty (60) days if an incentive for earlier payment is offered.

7.3.10 Invoices

Any invoices submitted must comply with applicable rules concerning payment of claims, including but not limited to those set forth in Iowa Administrative Code chapter 11-41.

7.3.11 Performance Security

The Contract may require the Respondent to provide security for performance (e.g. performance bond, escrow, letter of credit, liquidated damages). Agency shall retain ten percent (10%) of each payment due under the Contract. Agency shall pay the retained amount only after all Deliverables have been completed by Contractor and accepted by the Agency.

7.3.12 Quarterly Report

The Contract will require the successful Respondent submit a complete and accurate Quarterly Sales Report for net sales made under the resulting Contract.

Reports shall be submitted in the format and by the method prescribed by the State and shall be received no later than thirty (30) calendar days following the end of each calendar quarter.

Net sales shall be defined as the total invoiced sales less credits, returns, refunds, and canceled orders.

7.3.13 Insurance

The Contract will require the successful Respondent to maintain insurance coverage(s) in accordance with the insurance provisions of the General Terms and Conditions and of the type and in the minimum amounts set forth below, unless otherwise required by the Agency.

Type of Insurance	Limit	Amount
General Liability (including contractual liability) written on an occurrence basis	General Aggregate	\$2 million
	Products –	
	Comp/Op Aggregate	\$1 Million
	Personal injury	\$1 Million
	Each Occurrence	\$1 Million
Automobile Liability (including contractual liability) written on an occurrence basis	Combined single limit	\$1 Million
Excess Liability, Umbrella Form	Each Occurrence	\$1 Million
	Aggregate	\$1 Million
Errors and Omissions Insurance	Each Occurrence	\$1 Million
Property Damage	Each Occurrence	\$1 Million
	Aggregate	\$1 Million
Workers Compensation and Employer Liability	As Required by Iowa law	As required by Iowa law

Acceptance of the insurance certificates by the Department shall not act to relieve Contractor of any obligation under this Contract. It shall be the responsibility of Contractor to keep the respective insurance policies and coverages current and in force during the life of this Contract. Contractor shall be responsible for all premiums, deductibles and for any inadequacy, absence or limitation of coverage, and the Contractor shall have no claim or other recourse against the State or the Department for any costs or loss attributable to any of the foregoing, all of which shall be borne solely by the Contractor. Notwithstanding any other provision of this Contract, Contractor shall be fully responsible and liable for meeting and fulfilling all of its obligations under this section of the Contract.

7.4 Order of Precedence

If there is a conflict or inconsistency between any documents comprising the Terms and Conditions, such conflict or inconsistency shall be resolved according to the following priority, ranked in descending order:

- (1) any terms and conditions specifically set forth in this Section 7 (Contract Terms and Conditions & Administration) under a subsection with a heading entitled Special Terms & Conditions;
- (2) the General Terms and Conditions for Services Contracts or Goods Contracts to the extent referenced and linked to on the RFP cover page or within the Contract;
- (3) if neither the General Terms and Conditions for Service Contracts or Goods Contracts are linked to on the RFP cover page, any terms and conditions attached to and accompanying this RFP as an attachment (Terms and Conditions); and
- (4) any terms and conditions specifically set forth in this Section 7 (Contract Terms and Conditions & Administration) set forth under a subsection with a title other than Special Terms & Conditions.

Attachment 1
Response Check List

RFP REFERENCE SECTION	RESPONSE INCLUDED	
	Yes	No
Technical Proposal		
Exhibit 1 - Transmittal Letter		
Exhibit 2 - Executive Summary		
Exhibit 3 - Firm Proposal Terms		
Exhibit 4 - Respondent Background Information		
Exhibit 5 - Experience		
Exhibit 6 - Termination, Litigation, and Debarment		
Exhibit 7 - Criminal History and Background Investigation		
Exhibit 8 - Acceptance of Terms and Conditions		
Exhibit 9 - Respondent's Approach to Meeting Scope of Work		
Exhibit 10 - Specifications		
Exhibit 11 - Approach		
Exhibit 12 - Preservation Process		
Exhibit 13 - Implementation Plan		
Exhibit 14 - Optional Services		
Exhibit 15 - Service and Maintenance		
Exhibit 16 - Warranty		
Public Copy of Technical Proposal with Confidential Information Excised (Optional)		
Cost Proposal		

Attachment 2 Capitol Complex Monuments

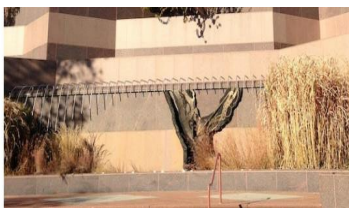
State Capitol Ornamental Column Capitals and Urns State Capitol West Front Bas-relief Wall Sculptures



State Capitol West Pediment Statuary



Fluid Boundary/Critical Juncture – located at the Historical Building



Greenfall grew from a 1986 bronze relief sculpture, titled Critical Juncture/ Fluid Boundary, depicting the clash of cultures between native inhabitants and early white settlers in Iowa. The original concept for Critical Juncture/Fluid Boundary called for a 38-foot wide waterfall to interact with the bronze relief. Greenfall simulates falling water with greenery and one-inch thick curved stainless steel rods spaced each foot along the width of the original waterfall and cut to create an arch over the bronze relief. Budgetary constraints kept the project on hold until May 2005—when Wyrick received a call from the Iowa Arts Council saying her proposal had been accepted. The change came in 2006, more than 17 years after Wyrick first proposed Greenfall. Anita Walker, then director of the Iowa Department of Cultural Affairs, unveiled Greenfall at “Ignite the Night” in June, 2005.

- DSM Public Art Foundation - <https://dsmpublicartfoundation.org/public-artwork/greenfall/>

Hand and Land: Fingerprint – located at the entrance of Oran Pape



Fabricated by the artists of RDG Dahlquist Art Studio including: Jen Anderson, Larry Bredeson, Jeff Blosser, Darla DeGroot, Brian Frederiksen, Chad French, Matt Johnson, Justin Richert, Chris Rodi, and Rick Stewart. Special recognition to Don Scandrett for stained glass fabrication. Additional services were provided by Travis Rice, with metal work by Jim Dawson, Ken Hyde and Josh Crook of Iowa Metal Fabrication. Interior signage fabrication assistance by James Mulvihill of Mulvihill Art Works. The commissioned project visualizes the Iowa Department of Public Safety which is dedicated to protect and serve the public. And, as a tangible expression of that vision, the project is a tribute to the professionals who have impacted individuals and communities.

Plains Aurora – located at the Historical Building



Cork Marcheschi, currently living in San Francisco, CA, was commissioned in 1986 to create “Plains Aurora” for the State Historical Building. The Historical Building is located near the Iowa State Capitol on the east end of downtown Des Moines (today known as the Historic East Village). “Plains Aurora,” a 32-foot sculpture, is made of sandblasted glass blocks on the exterior, contains circular neon lights, visible after dark, that change colors to reveal subtle patterns and hues.

Counties of Iowa Mosaic located in the West Capitol Terrace



Allison Monument



Allison Monument

In 1917, friends of Senator William B. Allison, citizens and schoolchildren of Iowa, and the State Legislature raised funds for this memorial. Senator Allison (1829-1908), a pivotal figure in Iowa's Republican Party, represented Iowa in Congress for 43 years. Evelyn B. Longman of New York City designed the monument, working with Henry Bacon, architect of the Lincoln Memorial. A central plaque picturing Senator Allison is flanked by symbols of "Knowledge," "Legislature," and "Financial Prosperity" on the left, and "Peace," "Humanity," and "Agricultural Prosperity" on the right. The topmost figure symbolizes "The Republic."

Bicentennial Fountain



Bicentennial Fountain

A second fountain now stands on the site formerly occupied by the Centennial Fountain. The original, Renaissance-style fountain was a copy of one displayed at Philadelphia's Centennial Exposition in 1876. The ornate cast-iron work was topped with a woman holding a vase. Between its two basins, three additional female figures circled the center support. Swans and cherubs ringed the base.

After decades of vandalism and disrepair, a new fountain was ordered in 1980. The 10-foot-high Bicentennial Fountain was installed in 1982.

Bicentennial Time Capsule



Bicentennial Time Capsule

Sealed in July 1977, to commemorate the nation's 200th birthday, the time capsule is to be opened on July 4, 2075. There are 59 items in the time capsule which were selected for their historical significance. The capsule holds approximately two cubic feet of materials.

Bryant Boulder



Bryant Boulder

This boulder marks the site of Bryant School. The first actual school building on the east side, it was completed in 1867, and named for the American author and poet William Cullen Bryant. Bryant School was acquired by the state in 1917 for \$30,000 and used as an office building. The building was condemned in 1936 and ironically served as office space for the State Fire Marshal until it was torn down in 1949.

Centennial Time Capsule



Centennial Time Capsule

The time capsule was filled in 1984 during the 100th anniversary of the dedication of the Capitol. Among items contained in the capsule are a Rubik's cube, a "Where's the Beef?" Wendy's commercial, and income-tax forms from 1983. It will be opened January 17, 2084.

Christopher Columbus Monument



Christopher Columbus Monument

The Italian-American community in Iowa donated this monument to the state in 1938. It was financed by individual contributions.

A bronze bust of Columbus, the Italian discoverer of America, rests between classical granite pillars. Anthony L. Sarcone, Italian-American publisher and civic leader, coordinated the project for 20 years.

Mortar



Mortar

Granted to Iowa by an act of Congress, this 13-inch seacoast mortar was shipped from a naval yard in Washington, D.C., in 1895. The 22,000-pound mortar was cast in 1861 at Fort Pitt, Pennsylvania. It was mounted on the North Atlantic Squadron gunboat "Matthew Vassar" and used in the bombardment of Forts St. Phillip and Jackson (1862) and of Vicksburg (1863) during the Civil War.

The mortar was given to the state as a reminder of that war.

Cornerstone



Cornerstone

The cornerstone is located on the southwest corner of the Capitol. The original cornerstone was laid in November 1871. It was 7 x 3 x 3 feet and inscribed with the names of Capitol commissioners.

Inside the cornerstone were 40 items. Weaknesses were found in that first foundation and in 1873 a new commission was formed, a new foundation laid, and the corner stone re-inscribed. IOWA. 1873 AD is the current inscription. The same 40 items were returned to the cornerstone and another box added that brought the legislative history up to date.

Cosmic Seed Sculpture

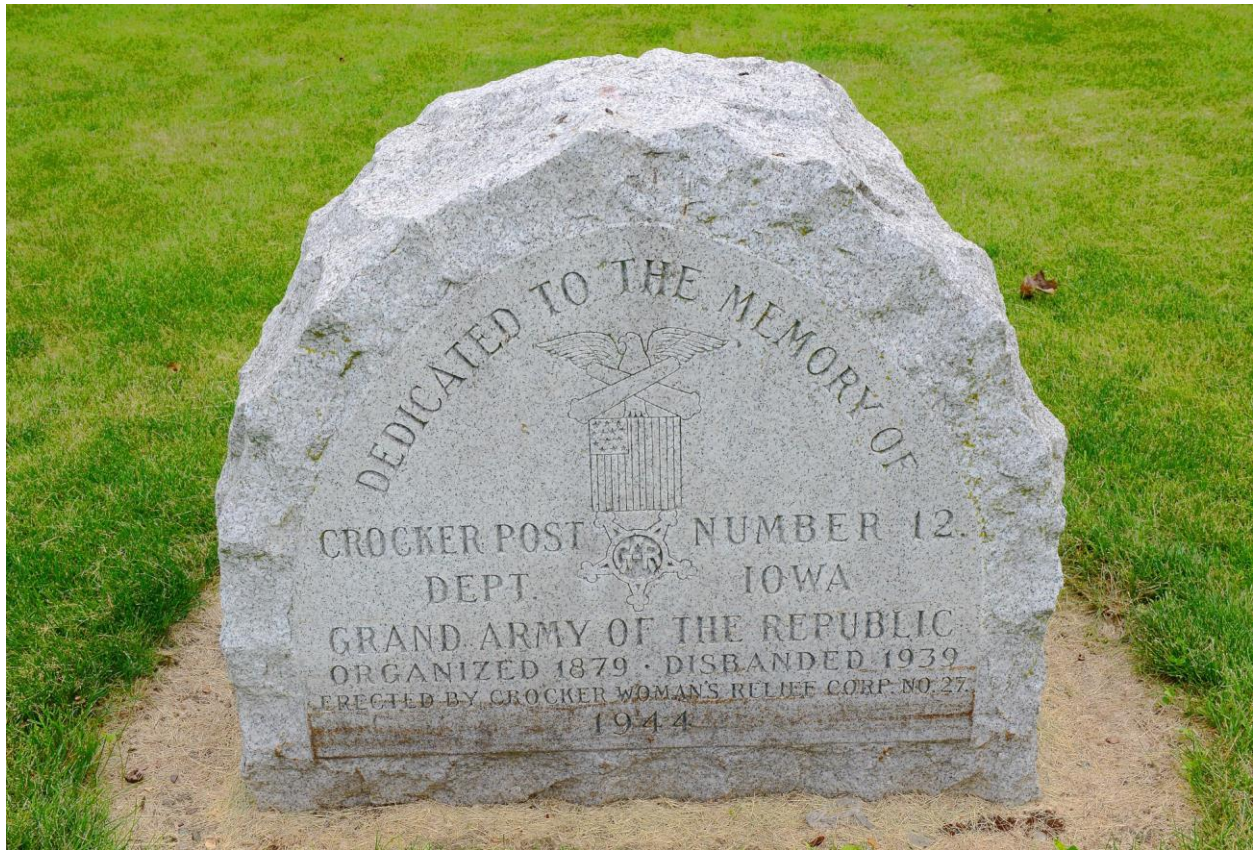


Cosmic Seed Sculpture

The black, stainless steel structure in front of the Wallace Building is the 1980 creation of Ronald Bladen of New York City. Mr. Bladen, a noted minimalist, was chosen to design a monument complementing the new State Agriculture Building. Funding for the \$60,000 project came from the National Endowment for the Arts and the State. Mr. Bladen worked for three years on the 17,000-pound, 24-foot-high and 20-foot-wide sculpture. He described its relationship to agriculture as philosophical rather than direct; a simple statement of the basic and solid importance of agriculture to Iowans and all peoples throughout the world.

In 2025 the structure was moved to the front of the Hoover Building due to the demolition of the Wallace building.

Crocker Memorial



Crocker Memorial

Erected in 1944 by the Crocker Women's Relief Corps, this marker honors the first brigade formed in Iowa during the Civil War. "Crocker's Greyhounds," named for their first commander, General Marcellus M. Crocker, fought at the battles of Shiloh, Iuka, Corinth, Big Shanty, Vicksburg, and Atlanta. The unit marched 8,500 miles during the war.

Daniel Cooper Memorial Tree



Daniel Cooper Memorial Tree

The Daniel Cooper Memorial Tree is a Sugar Maple planted in honor of the horticulturalist.

Daniel Cooper was a long-time Secretary/Treasurer of the Iowa State Horticultural Society, who devoted much of his life to the people involved in the horticulture industry. He established a scholarship for students interested in majoring in horticultural science.

Five Stones—One Tree Sculpture



Five Stones—One Tree Sculpture

In 1974, the Iowa General Assembly determined that one-half of one percent of the total cost for both the Hoover and Wallace office buildings would be set aside for artwork to decorate the structures. As part of this program, the National Endowment for the Arts and the state shared the costs for this 1979 monument to the west of the Hoover Building. The \$14,000 piece is the work of Iowa City artist Luther Utterback. Five limestone blocks and a Japanese Ginkgo tree are incorporated into the 116-ton work.

Four limestone blocks are arranged above the ground and the fifth stone, a 16-ton block of choice limestone, is buried six feet below the ground. Utterback, who did no polishing or finishing of the stones, commented, "The piece was produced by the earth."

Grand Army of the Republic (G.A.R.) Flagpole



Grand Army of the Republic (G.A.R.) Flagpole

The 65-foot pole was dedicated to the memory of the Grand Army of the Republic (G.A.R.) and was donated to the state by the Ladies of the Grand Army of the Republic during the 1931 65th National Encampment of the G.A.R. On one side of the base is a bronze engraving of Abraham Lincoln, on the other side an eagle, the Union Army symbol, is pictured.

Grand Army of the Republic (G.A.R.) Sundial



Grand Army of the Republic (G.A.R.) Sundial

The Daughters of Union Veterans donated a bronze sundial that was dedicated to Union veterans of the Civil War during their 1938 Grand Army of the Republic (G.A.R.) encampment in Des Moines. Of the nearly three million Union soldiers who fought during the Civil War, only an estimated 5,000 were still living in 1938, and more than 100 of these veterans attended this national 72nd encampment. Most were over 90 years old.

Dr. D. W. Morehouse, then president of Drake University and an astronomy professor, installed and adjusted the timepiece.

Grand Army of the Republic (G.A.R.) Memorial Bench



Grand Army of the Republic (G.A.R.) Memorial Bench

The Grand Army of the Republic (G.A.R.) Memorial Bench — made of granite — is located near the G.A.R. Flagpole. The bench was donated by the Ladies of the G.A.R. and presented by Alma C. J. Speckner of Madison, Wisconsin, Patriotic Instructor of the Ladies of the G.A.R. The presentation took place at the 1938 convention in Des Moines.

Grand Army of the Republic (G.A.R.) Memorial Tree



Grand Army of the Republic (G.A.R.) Memorial Tree

In 1866, veterans of the Union forces formed an organization called the Grand Army of the Republic (G.A.R.). Over the next 80 years, the G.A.R. met annually in both state and national encampments. The National Women's Relief Corps, an auxiliary of the G.A.R., planted this tree in honor of the Civil War veterans during a national encampment in Des Moines.

Great Seal of Iowa



Great Seal of Iowa

This bronze tablet is a near replica of the state seal used by Iowa governors. An eagle holds a banner proclaiming the state motto: *Our liberties we prize and our rights we will maintain.*

Below, a soldier stands with gun and liberty cap in hand, the plow not far away. In the background, is the steamer "Iowa" on the Mississippi River. Just behind it, a furnace and smokestack represent the lead factories at Dubuque.

Alexander Doyle of New York City was paid \$650 to design the tablet.

Holocaust Memorial



Holocaust Memorial

The Holocaust Memorial was installed on the West Capitol Terrace in June 2013. The memorial is a gift to the people of Iowa from the Jacqueline and Myron Blank Fund. At the memorial dedication, Judy Blank, executor of the fund, told the crowd, "This memorial is in memory of the victims, in gratitude to the Iowans who were part of the armed forces who liberated the prisoners of the concentration camps, and to the survivors who came and made their lives here in Iowa."

The final design and construction of the memorial was overseen by the Confluence landscape architectural firm of Des Moines. The design of ribbons of aluminum in concrete, with prairie grasses, is intended to be an abstract representation of a Holocaust survivor's journey. The struggle for survival and perseverance in the face of oppression are described in text samples along the memorial.

Iowa Peace Officer Memorial



Iowa Peace Officer Memorial

Officer Richard Webb of the Ames Police Department won a statewide competition with his design for this monument honoring Iowa Peace Officers, which was dedicated in 1985. The three individual forms represent the three levels of law enforcement in Iowa (city, county, and state). The forms unite in a center pinnacle expressing the ultimate sacrifice of peace officers who have died while protecting the safety of Iowa citizens. The memorial had been previously located east of the Capitol but was moved to its current site southwest of the Capitol during the summer of 2012.

Japanese Bell | Bell House



Japanese Bell | Bell House

After typhoons in 1959 severely damaged crops, homes, and farmlands of the Yamanashi prefecture in Japan, citizens of Iowa generously sent breeding hogs and feed corn to aid that district. This program began a friendship culminating in a sister-state relationship, the first of its kind between the United States and Japan. In 1962, as a sign of their appreciation, the citizens of the Yamanashi presented this monument to Iowa.

The 2,000-pound temple bell of peace and friendship as well as the structure that houses it, came from Japan.

Korean War Memorial



Korean War Memorial

The campaign to establish a Korean War Memorial began in November 1984, when students from a Harding Junior High School class in Des Moines wrote Governor Terry Branstad, asking why Korean War veterans did not have a memorial.

The monument includes a 14-foot-tall central obelisk and eight 6-foot-tall tablets that tell the story of the Korean War utilizing words, pictures, and maps of Korea engraved in granite. The monument was dedicated by Governor Branstad on May 28, 1989.

Liberty Bell



Liberty Bell

In 1950, the U.S. Department of the Treasury commissioned 52 replicas of the original bell that summoned citizens for the first public reading of the Declaration of Independence in Philadelphia, Pennsylvania. To promote the sale of liberty bonds, these bells were given to each state as well as the District of Columbia, Alaska, Hawaii, and Puerto Rico.

Governor William Beardsley appropriately dedicated this symbol of independence on July 4, 1950. The bell, cast in Annecy-le-Vieux, France, weighs 2,000 pounds.

Lincoln and Tad Statue



Lincoln and Tad Statue

Sculpted by Fred and Mabel Torrey of Des Moines, the statue was dedicated on the anniversary of the Gettysburg Address, November 19, 1961. Iowa's Meredith Willson led the massed band. Thomas (nicknamed Tad) was the fourth and youngest son of Abraham and Mary Lincoln. He died at the age of 18 in 1871. The \$25,000 cost of the monument was raised primarily by Iowa schoolchildren.

Martin Luther King Jr. Tree



Martin Luther King Jr. Tree

The tree, a Scarlet Oak, was planted in 1984, in memory of Martin Luther King, Jr. Mrs. King asked each of the states to memorialize her husband. Almo Hawkins and Wesley Chapman, both Des Moines citizens, purchased the marker for the tree.

Mary J. Coggeshall Memorial Marker



Mary J. Coggeshall Historical Marker

The Iowa Capitol Planning Commission, on recommendation from the Site Features Committee, approved the Mary J. Coggeshall Votes for Women Marker. The marker was placed in the flowerbed south of the Pioneer Statuary Group and Buffalo Fountain, which is located west of the Iowa State Capitol, on September 17, 2020. The dedication took place on September 26, 2020.

Mary Jane Coggeshall was at the center of the suffrage movement in Iowa for 41 years. She was called "The Mother of the Woman Suffrage Movement in Iowa." Mary Jane and her husband, John, both birthright Quakers, traveled by covered wagon to Des Moines in 1865. Mrs. Coggeshall was a charter member of the Polk County Woman Suffrage Society in 1870 and a member of the Iowa Woman Suffrage Association, which she served as president for multiple terms between 1890 and 1905 and honorary president from 1905 through 1911. In 1895, she was elected to the board of the National American Woman Suffrage Association (NAWSA), the first-ever NAWSA board member from west of the Mississippi River and one of the few Iowans to participate on a national level early in the movement. She marched in the Boone, Iowa, suffrage parade in 1908, gave speeches at the NAWSA conventions in 1904 and 1907, and was the first editor of Iowa's primary suffrage newspaper, *The Woman's Standard*. Mrs. Coggeshall served as a dedicated, faithful, and generous link between those who began the movement in 1848 and those who completed it in 1920.

Memorial Bench



Memorial Bench

Members of the Federated Garden Clubs of Iowa donated funds to purchase the bench in memory of Mrs. Tomoko Yamamoto, noted Japanese flower arranger and instructor. It was dedicated on May 20, 1967, during the formal visit of the Japanese governor to the Iowa Capitol.

Memorial Plaza (World War II)



Memorial Plaza (World War II)

Dedicated in November 1997, the purpose of this memorial is to honor all those who served so valiantly during World War II. The centerpiece of the freedom flame monument is a 50-foot-high stainless steel stylized flame. Leading up to the flame is the freedom walk, a walkway through time, beginning with the Pearl Harbor attack. The total cost of this monument was \$735,000.

Incorporated in the World War II Memorial Plaza is the Pearl Harbor Memorial. The Iowa Pearl Harbor Veterans' Association, Inc., formed a committee to erect a memorial on the grounds of the Capitol in honor of Iowans who made the supreme sacrifice during the attack on Pearl Harbor on December 7, 1941, and in honor of the survivors of the attack.

Mortar

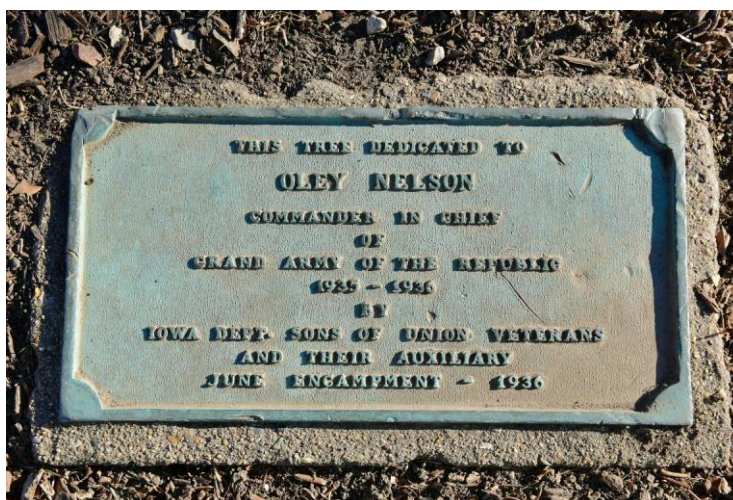


Mortar

Granted to Iowa by an act of Congress, this 13-inch seacoast mortar was shipped from a naval yard in Washington, D.C., in 1895. The 22,000-pound mortar was cast in 1861 at Fort Pitt, Pennsylvania. It was mounted on the North Atlantic Squadron gunboat "Matthew Vassar" and used in the bombardment of Forts St. Phillip and Jackson (1862) and of Vicksburg (1863) during the Civil War.

The mortar was given to the state as a reminder of that war.

Oley Nelson Tree

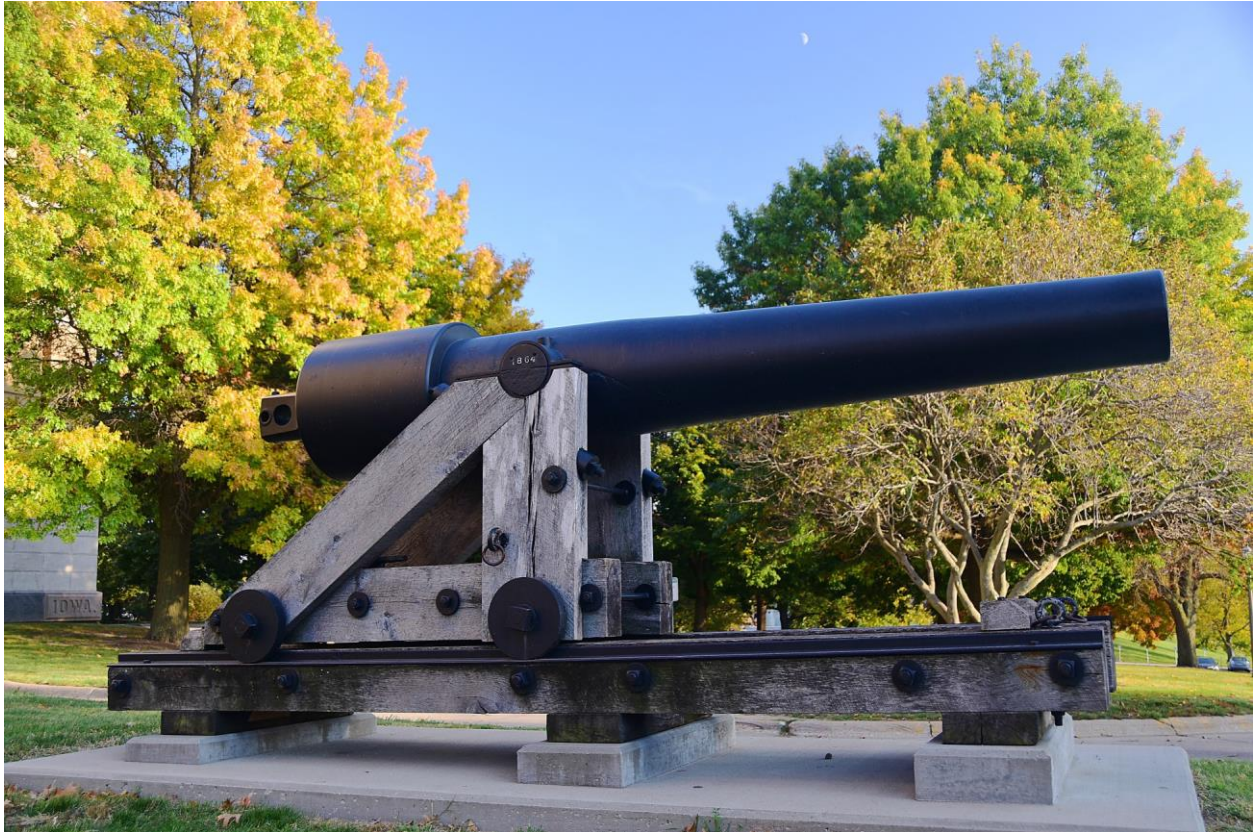


Oley Nelson Tree

Donated by the Iowa Sons of Union Veterans at the June encampment in 1936.

Mr. Nelson was the Commander and Chief of the Grand Army of the Republic (G.A.R.) from 1935 to 1936, and served as a Representative during the 21st and 22nd general assemblies. He also served as a Sergeant-at-Arms in the House of Representatives from 1923 to 1937. A photograph of Oley Nelson hangs in the House Chamber.

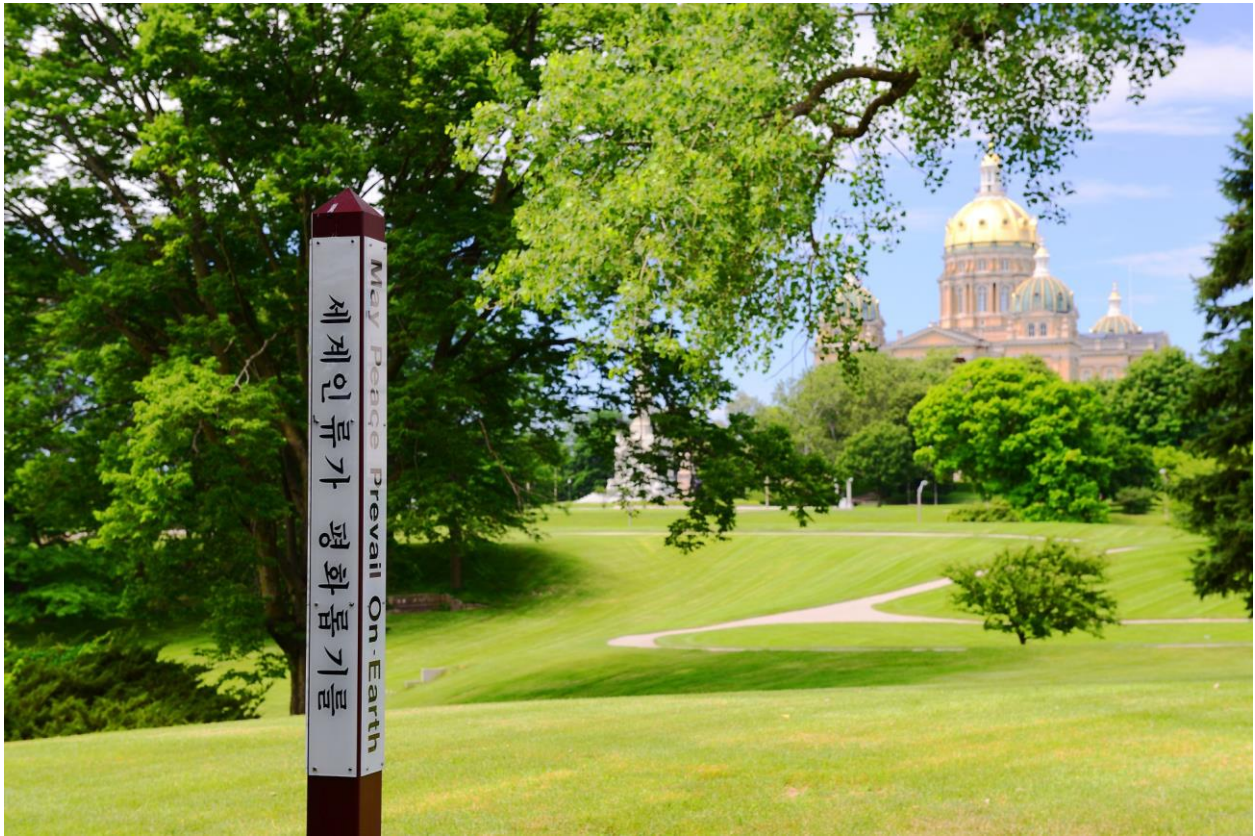
Parrot Rifle



Parrot Rifle

The Parrott rifle (No. 167), is a muzzle-loading cannon that was cast at West Point Foundry in New York. During the Civil War, No. 167 was part of the armament of the U.S. Steamer "Nipsic."

Peace Pole



Peace Pole

The Peace Pole is one of 51 that was presented to all 50 governors and the President of the United States. "May peace prevail on earth" is the message written in four languages.

The Peace Pole Project is the official Project of The World Peace Prayer Society. It started in Japan in 1955 in response to the bombings of Hiroshima and Nagasaki. Peace Poles are handcrafted monuments erected the world over as international symbols of Peace.

Pioneer Statuary Group | Buffalo Fountain



Pioneer Statuary Group | Buffalo Fountain

In 1884, architect Jacob Weidenmann was chosen to design plans for improving the State Capitol grounds. In 1890, the actual project began, and it was completed in 1892.

The design for this grouping called for: "The Pioneer of the former territory, a group consisting of father and son guided by a friendly Indian in search of a home." A Connecticut artist, Karl Gerhardt, was contracted to sculpt the piece for \$4,500.

Originally designed to be a lion's head, this bronze buffalo head was determined more appropriate to Iowa's prairie environment. The fountain was made for drinking — for horses as well as for humans. Alexander Doyle, designer of the Great Seal tablet, designed this fountain for \$500.

Prairie Song



Prairie Song

This artwork was completed in 2013 and funded by the Art in State Buildings Program. The piece consists of five 20-foot tall blades of prairie grass, made from stainless steel. Each "leaf" encases a corrugated steel tube filled with steel balls that rattle in the wind. The artist team calibrated the poles' hinges to sway in a heavy gust of wind. Like seeds in the wind, these "pods" chime with the movement of the stalks. Each stalk is made out of stainless-steel segments, joined with pivots, and narrowing in diameter as they ascend in height up to 20 feet. The sound they make is subtle and localized, like the sound of wind over grasslands. The installation was made in conjunction with the construction of the eco-friendly building for the Iowa Utilities Board and the Attorney General's Office of Consumer Advocate, near the Iowa State Capitol. It reminds people of the wind turbine powering the building from its spot just down the hill.

Purple Heart Combat Veterans Memorial



Purple Heart Combat Veterans Memorial

The Purple Heart is awarded to members of the armed forces of the United States who are wounded by an instrument of war in the hands of the enemy and posthumously to the next of kin. It is specifically a combat decoration.

This monument was erected by the Department of Iowa Military Order of the Purple Heart and dedicated on February 21, 2004.

Revolutionary War Memorial



Revolutionary War Memorial

This monument, presented by the Iowa Society of the Sons of the American Revolution, features a central obelisk inscribed with the names of 41 Revolutionary War veterans who are buried in Iowa. It is surrounded by 13 granite pillars with patriotic quotations dedicated to the original colonies. Between the pillars are planted wild roses, Iowa's state flower.

Scott's Grave



Scott's Grave

Willson Alexander Scott (1818-1859) arrived in Iowa in 1843. He was one of the first pioneers to view the site of Des Moines, and became a prominent businessman. Mr. Scott once told friends: "When I die, I want to be buried here, where I stand..." Years later, Mr. Scott's wish was fulfilled, on a bluff overlooking Des Moines. Mr. Scott's gravesite is the only burial plot on the State Capitol grounds. When the capital city moved from Iowa City to Des Moines in 1857, Mr. Scott donated 10 acres on the current site. Mr. Scott and other Des Moines businessmen had the brick Capitol built and donated it to the State. Mr. Scott was buried at the current location in 1859. In 1925, the present marker was installed.

Sesquicentennial Tree



Sesquicentennial Tree

A Swamp White Oak, this tree marks Iowa's sesquicentennial (150 years) 1846-1996. The tree was presented on June 28, 1996, by members of the Iowa Senate and House of Representatives, support staff, lobbyists, the press, and others involved in the legislative process.

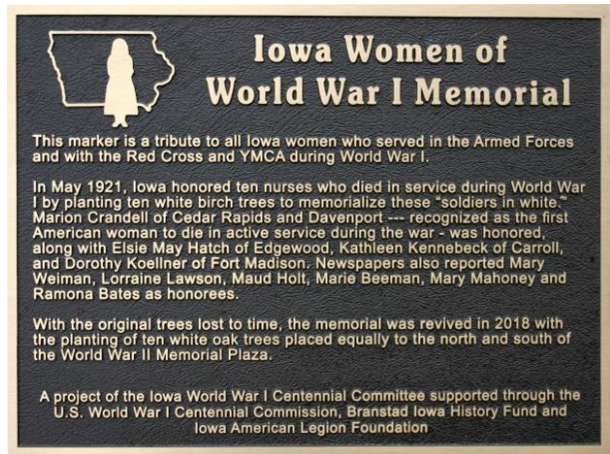
Shattering Silence Monument



Shattering Silence Monument

The sculpture, designed by James Ellwanger of Des Moines, is 30 feet tall and was designed to resemble shards of glass. It was dedicated in October 2009. The \$500,000 sculpture was paid for with private funds. This sculpture celebrates the tradition in Iowa's courts of ensuring the rights and liberties of all the people of the State. The story of Ralph, a Missouri slave hoping to buy his freedom in Iowa, is engraved around the base of the sculpture. In 1838, Iowa's Territorial Supreme Court ruled in Ralph's favor, allowing him to stay in the free Iowa Territory.

"Soldiers in White" Memorial Trees and Boulder



"Soldiers in White" Memorial Trees and Boulder

On Memorial Day in 1921, the State of Iowa honored 10 Iowa women for their service during WWI.

The Soldiers in White memorial was a tribute to the 10 Iowa nurses who lost their lives during the war. The memorial included 11 white birch trees planted somewhere on the Capitol grounds. There were 10 trees planted for the Iowa nurses, and the 11th was named for Jane Delano, who was credited with organizing more than 36,000 nurses nationwide.

Unfortunately, the original memorial became lost through the years. Perhaps the location of the trees was never documented. Pictures showing the official tree planting by Governor Nathan Kendall are not helpful in determining the location. Traditionally, white birch trees do not grow well in central Iowa. In any case, the trees were removed or died, and there seems to be no record of the memorial location. There was no permanent marker installed to commemorate the event.



A New Memorial

The Iowa WWI Centennial Committee recreated this memorial, including a permanent marker, in hopes it will not be lost again.

In the fall of 2018, 10 white oak trees were planted to the east of the Capitol. These trees are near the WWII Memorial between the Grimes State Office Building and East 12th Street. There are five trees flanking each side of the walkway surrounding the WWII Memorial. At the dedication on Sunday, May 5, 2019, at 1:00 p.m., the WWI Iowa Centennial Committee unveiled a large boulder with a bronze plaque near the walkway. This boulder and plaque will be a permanent memorial for the *Soldiers in White* who sacrificed their lives comforting our fighting men in uniform so far away from home.

Soldiers' and Sailors' Monument



Soldiers' and Sailors' Monument

The State of Iowa erected this monument, funded partially by refunded war taxes, to commemorate Iowans who fought during the Civil War. The monument, approved in 1888 and completed two years later, was dedicated nearly 50 years later in 1945 due to a controversy that developed over the location and artistic details of the monument. Iowa artist Harriet A. Ketcham's design for the memorial was chosen over 47 others, although she died before the monument was completed. Both real and symbolic figures are portrayed. "Victory" is the most prominent figure, topping the 135-foot structure. Nearly 80,000 Civil War military men were from Iowa. Noted Iowa generals and battle scenes are pictured along the base. On the north side, a statue portrays Iowa as a mother offering nourishment to her children. To the south, "History" gazes into the future, and "Iowa" is shown as a youngster.

Spanish Howitzer



Spanish Howitzer

This relic of the Spanish-American War was given to the state in 1900 by the United States Department of the Navy. The bronze trophy gun came from the "Maria Theresa," a Cuban ship sunk by the second U.S.S. *Iowa* in the battle of Santiago. The cannon was taken from Estrella Battery, the shore defenses at Santiago de Cuba. The muzzle loader has a smooth eight-inch bore.

Spanish-American War Cannon



Spanish-American War Cannon

The Spanish-American War Cannon heads the west stairway to the Capitol. This 9cm breach-loading rifle, captured in 1898 at the Battle of Santiago, Cuba, was brought to Iowa in 1901 through the efforts of the Kinsman Post, Grand Army of the Republic.

It is difficult to trace the history of this cannon because the serial numbers once engraved around the lip of the cannon have worn away.

Spanish-American War Monument



Spanish-American War Monument

The Iowa Volunteer Troops from Camp McKinley raised this memorial to honor Iowans who voluntarily served in the Spanish-American War, the Philippine Insurrection, and the China Relief Expedition. A bronze cross fronts the large granite marker, listing each Iowa regiment that fought in the engagements from 1898 to 1902. Governor Leslie P. Shaw, Iowa's governor from 1898-1902, is also honored.

Statue of Liberty



Statue of Liberty

In 1950, the Tall Corn (now Mid-Iowa) Council of the Boy Scouts of America donated this replica Statue of Liberty to the State of Iowa as part of their annual service project. The idea for the statue is credited to Jack Whitaker, a Kansas City businessman active in the Boy Scouts at the time, who after seeing a Statue of Liberty replica made of chicken wire and concrete in Spirit Lake, Iowa, paid to have a mold made. Scout troops then purchased the replicas and presented them to cities and towns across the country. The statue stands 8 feet 4 inches tall and is made of 47 pieces of sheet copper.

Submarine Memorial



Submarine Memorial

The United States Submarine Veterans, Iowa Base, Placoderm Base, proposed construction of a monument on the Capitol Complex as part of a nationwide effort to establish memorials for each of the 52 submarines lost during World War II. The submarine assigned to the Iowa committee for this effort is the S-36. The Commissions endorsed the concept of such a monument, on the monument grounds south of the Capitol.

Teacher Boulder



Teacher Boulder

The Iowa Teacher Boulder — inspired by the late Steve France, an Iowa teacher and coach — is dedicated to educators who make a difference in the lives of their students. Trucked from Spencer to Des Moines, the boulder weighs approximately 1,700 pounds. The carving on the boulder was done by Fieldstone Graphics in Spirit Lake.

The boulder is located on the grassy area north of the West Capitol Terrace entrance and was provided by the Iowa Association for Health, Physical Education, Recreation and Dance. The monument was officially dedicated on May 6, 2012.

The Pinnacle Monument



The Pinnacle Monument

This piece was created by Marc Moulton and celebrates Iowa's ethnic heritage. It was commissioned by the Civil Rights Commission and funded in part by the Iowa Arts Council.

V.F.W. Monument



V.F.W. Monument

A red granite eternal flame burns atop this ten-foot-high white granite memorial. Installed in 1976, it was a Bicentennial gift from Iowa chapters of the Veterans of Foreign Wars and their Ladies' Auxiliary to honor all Americans who fought overseas. Dedicated to the state, it was paid for through gifts from V.F.W. posts around Iowa.

Vietnam War Memorial



Vietnam War Memorial

The Iowa Vietnam War Memorial is similar in design to the national memorial in Washington, D.C. The Iowa Vietnam Commission and Jacqueline Day from Des Moines, whose son was seriously wounded in Vietnam, were able to raise over \$85,000 for the project. Ms. Day was a former secretary to Governor Norman Erbe and former receptionist for Governor Robert Ray.

The monument was dedicated on Memorial Day, 1984. At a separate ceremony on Veterans Day, 1984, bronze plaques and missing names were added. Inscribed on the memorial are the names of the 869 Iowa veterans of the Vietnam War who lost their lives.

West Capitol Terrace Memorial Benches

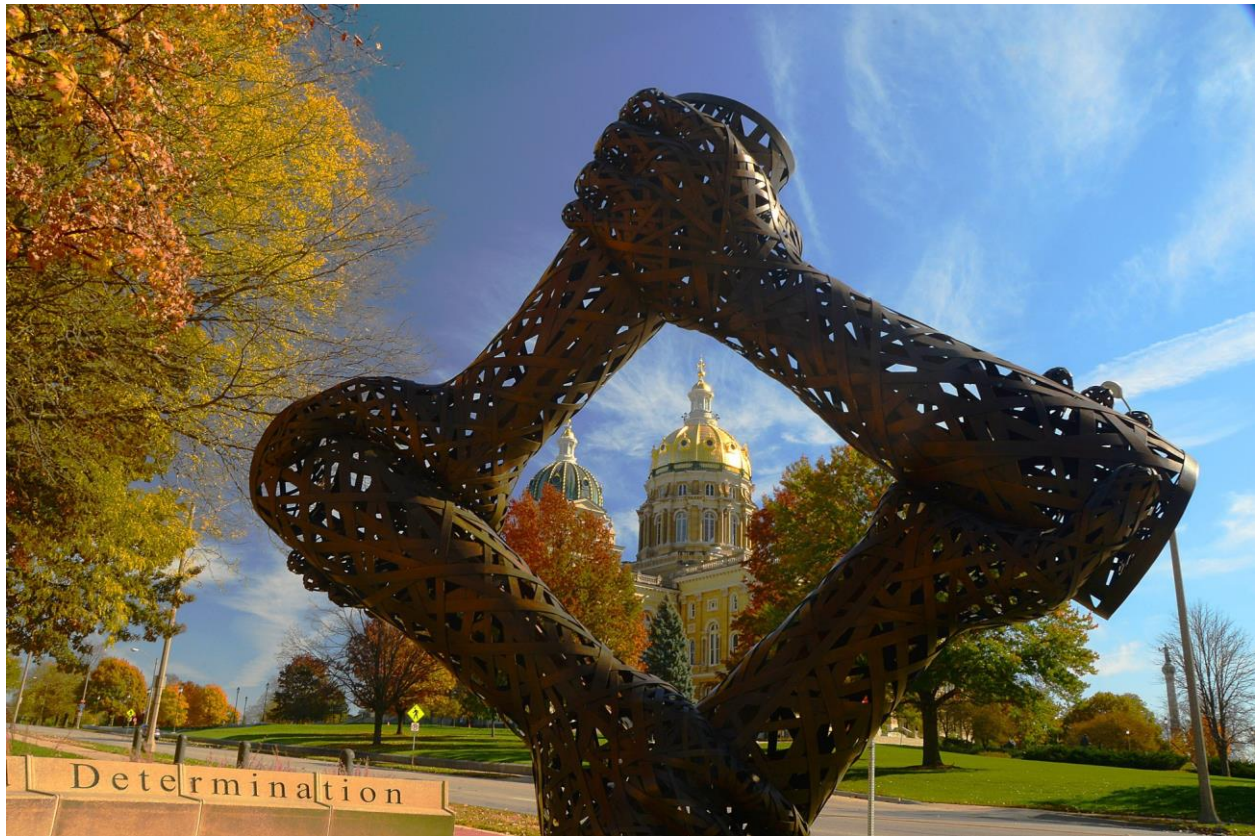


West Capitol Terrace Memorial Benches

Benches honoring the governors of Iowa line the walkways of the Western Terrace.

Parking lots west of the State Capitol were removed during the summer of 2006 to make way for a people's park — the West Capitol Terrace — with pedestrian paths, gathering spaces, benches, and native trees and flowers.

Workers' Monument



Workers' Monument

Iowa is the 38th state to create a monument to its workers. The initial originators of the idea of a Workers Monument felt strongly that the proper credit be given to the Iowa workers strong work ethic, which contributes to making Iowa a great place to live and work. This 11-foot tall by 11-foot wide balanced square form is four interlocking arms and hands, a powerful universal image, dedicated to the energy and integrity of the Workers of Iowa. Each arm supports the other, in the same way a diverse blend of people, from many backgrounds, come together to work and create the cultural and business base of Iowa. Built of welded bronze strips, supported by a stainless steel interior armature, the sculpture combines twisting, woven, fluidity with a bundled energy that recalls muscles and nerves and their potential for movement and feeling. The open, latticed quality of the construction allows sunlight to sparkle and dance through the sculptural space, shifting constantly between the internal and external realms. Bronze's reflective depth, warm earth tones, and its aging patina have textural richness, and exceptional durability.

Attachment 3
Cost Proposal Content

The following is meant as a guide and not required to be used. However, Respondent's Cost Proposal, at a minimum, shall include the information requested in Section 3.3 – Cost Proposal.

Position	Hourly Rate
Conservator - Stone	
Conservator - Wood	
Conservator - Metal	
Assistant/Apprentice Conservator - Stone	
Assistant/Apprentice Conservator - Wood	
Assistant/Apprentice Conservator - Metal	
Historic Preservation Specialist	
Assistant Historic Preservation	
Architectural Conservator	
Conservation Technician	
Preservation Architect	
Heritage/Preservation Coordinator	
Other:	
Other:	
Other:	
Materials	Markup Percentage (cost-plus)
Equipment Rentals	Markup Percentage (cost-plus)
Optional Services	Pricing
Other Expenses	Pricing
Recurring Costs	Pricing

Attachment 3
Cost Proposal Content (Continued)

Parrott Rifle Project

The following project is outlined for you to demonstrate your pricing model for a specific project. Please provide a quote for restoring the Parrott Rifle (description in previous attachment).

See video found at [Parrott Rifle Video.MOV](#).

Phase	Labor	Materials & Equipment	Other Expenses	Total Price
Phase 1: Mobilization/Access				
Phase 2: Wood Restoration				
Phase 3: Bronze Restoration				
Phase 4: Clean-up/Demobilization				
Total Fixed-Price				