

Addendum 03 for RFB947500-01

Project Name: CHMHI Fleet Garage Repairs
DAS RFB#: 947500-001
DAS Project #: 9475.00
Date: 11/18/25

Bids Due: November 21st 2025 at 2:00 pm

Contents:

- Cover Page, Clarifications and Questions (2 pages)
- Pre-Bid Meeting minutes and sign in sheet (8 pages)
- 00 4116 - Bid Form (5 pages)
 - Updated to breakout BP #2 into separate Bid Packages for Mechanical and Electrical. BP #2 is Mechanical and BP #3 is Electrical.
 - Added a combined bid package inclusive of all Three bid packages
- 01 1200 - Contract Summary (6 pages)
 - Updated to breakout BP #2 into separate Bid Packages for Mechanical and Electrical. BP #2 is Mechanical and BP #3 is Electrical
 - Added a combined bid package inclusive of all Three bid packages BP #1, BP #2 and BP #3
 - Removed painting of new jambs at overhead doors. All painting will be done by the owner.
- Pictures of inside of the transformer, CHMHI Confirmed that this is 120/240 volt. (2 pages)

Questions:

- Can you break out the bid form for bid package #2 to separate the Mechanical and Electrical as we discussed in the Prebid meeting today.
 - Yes, See updated contract summary and Bid Form attached.
- Can you provide a bid package inclusive of all bid packages for this project?
 - Yes, see updated Bid Form attached.
- What is the engineers' estimate for construction?
 - \$170,000.00
- Are they 7' wide by 8' tall or are they 8' wide by 7' tall?
 - To be addressed in a future addendum on 11/19
- Are doors to be insulated or non insulated?
 - To be addressed in a future addendum on 11/19
- You want to spend the extra money on a bottom sensing edge for a 7'x8' door and reuse track and springs?
 - To be addressed in a future addendum on 11/19
- I would highly recommend to change track and springs and I need to know what style of track or what the headroom amount is? The elevation shows 3'4" above the opening, but A2.0 shows the door having low clearance track, please clarify. Do you want a cable safety device? Once again, seems like overkill on a 7' wide x 8' tall door (unless its backwards and they are actually 8' wide and 7' tall like drawing A2.0 shows a 7' tall finished opening), and I don't think its an option with low clearance track.
 - To be addressed in a future addendum on 11/19
- Do you want spring bumpers? Spring bumpers are only necessary for doors with full vertical or high lift track style options
 - To be addressed in a future addendum on 11/19
- Somewhere it is asking for an interlock switch, from my knowledge, the ATSW doesn't have terminals to add that to it, what would you like done here? And I don't think the operator has terminals for a bottom safety edge either. Are standard safety sensors ok to use instead of a bottom sensing edge? If you are wanting a bunch of things hooked up to the operator like an interlock switch and bottom sensing edge, I think you are going to have to switch to a commercial operator. Probably twice as expensive and definitely an overkill for that small of a door.
 - To be addressed in a future addendum on 11/19

RFB Pre-Bid Minutes: Meeting #1

Meeting Date Nov 13, 2025 **Meeting Time** 10:30 am - 11:30 am Central Time (US & Canada)

Meeting Location

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

Notes

Attachments

Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Jason Pigott	Cherokee Mental Health Institution	P: (712) 225-6949	jpigott@dhs.state.ia.us	
Jason Bellrichard	DCI Group	P: (605) 650-8352	jasonb@dcigroup-us.com	
Travis Hoyle	DCI Group	P: (515) 244-5043	travish@dcigroup-us.com	
Casey Adams	Durantem MEP Consulting Inc	P: (515) 452-8392	caseya@durantem.com	
Edward Matt	Genesis Architectural Design	P: (515) 440-1681	ematt@gendsn.com	
Jennie Elliott	State of Iowa - Department of Administrative Services		jennie.elliott@iowa.gov	

Introduction

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Introductions				Open
		Description Attendees not in Procure				

Project Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Project Description				Open
		Description				
		<ol style="list-style-type: none"> Bid Package #01 – General Construction: Trade Contractor shall include all of the following, but not limited to, as part of the contract: <ol style="list-style-type: none"> This contractor is responsible for all demolition except for specific items called out in Bid Package #2. This contractor shall provide dumpster for all bid packages, dumpster location identified on sheet A0.2 Contractor shall remove wood jabs at opening #102, patching jamb holes with color mortar to match existing tiles. 				

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
			<ol style="list-style-type: none"> 3. This contractor shall provide temporary barriers, traffic cones/caution tape around the work area. Contractor shall close up and secure all door openings at the end of each day. 4. This contractor shall repair wall cracks through clay tile and foundations, routing and patching concrete cracks as outlined in the contract documents. 5. This contractor shall cut in new wall expansion joints as outlined in the contract documents. 6. This contractor shall repair cracks in mortar joints by repointing. See appendix A for photos of the garage. Contractor is responsible for field verification of extents of repointing. 7. This contractor shall replace broken clay tiles and replace them with solid brick or replace them with salvaged clay tiles, if available, as outlined in the contract documents. Brick for patching repairs to match color of clay tile. All mortar joints are to be tooled concave, match existing mortar color. 8. This contractor shall repair clay tile crack over door, replace cracked brick and add 8-foot length of 2x6 top plate from east exterior wall to west of door opening. Provide threaded anchors and grout as outlined in the contract documents. 9. This contractor shall provide mockups for crack repairs that will be reviewed by the Owner, Architect/Engineer and Construction Manager. A sample area shall be prepared for each type of crack repair for voids larger than 1/8" for review. The repair shall demonstrate methods and quality of workmanship expected for each crack repair. See specifications for further details. 10. This contractor shall provide mockups for masonry repairs that will be reviewed by the Owner, Architect/Engineer and Construction Manager. A sample area for each type of masonry repair shall be done on sample areas on existing walls for review. The repair shall demonstrate methods, quality of workmanship & materials, and blending with existing conditions for each masonry repair which includes brick unit replacement and patching. See specifications for further details. 11. Provide unit cost below for additional concrete crack repair. 12. This contractor shall clean out and fill floor crack that runs the full length of the building (approximately 115 L.F.) with pourable sealant gridding down any offsets flush (approximately 40 L.F.) measurements shall be field verified by the contractor. 13. This contractor shall cut clay tile rough opening for new door, frame and hardware. Contractor shall provide shoring up top courses of clay tile before removing tile below. This includes providing new steel angle lintel. 14. This contractor shall fill open holes in clay tiles with colored mortar to match as outlined in the contract documents. 15. This contractor shall be responsible for cutting and patching for mechanical and electrical work outlined in BP #2 for Louvers, Exhaust Fans and Gas Detection Controller. Contractor shall provide a shoring plan if necessary for cutting these penetrations. 16. This contractor shall provide all new hollow metal doors, frames and hardware, provide white sealant around the frame to match owner paint color as outlined in the contract documents. 17. This contractor shall provide new overhead doors and openers, replace existing wood stop 1x2 and weather strip, and paint stops as required. New overhead doors shall fit in the existing rough opening 18. Contractor shall salvage and reuse existing track and side coil springs, straighten and replace any damaged or bent track sections. 19. This contractor shall provide frost free stoops for man doors with expansion joints, water repellent and chloride screen on stoop and apron. Use excavation soil to fill flush on side and taper down to existing grade as outlined in the contract documents. Contractor to field verify dimensions as necessary. 20. This contractor shall cut existing street curb back to leave only 16" on both sides of existing manhole, bevel sides up 6" 21. This contractor shall repair all areas of damaged lawn including ruts and reseed. Contractor shall be responsible for initial watering then this will be turned over to the owner 			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
			<ol style="list-style-type: none"> 1. Unit Price #01 – Additional Concrete Crack Repair: Trade Contractor shall include all of the following, but not limited to, as part of the contract: <ol style="list-style-type: none"> 1. State the cost to rout out and apply concrete crack repair compound in cracks on the exterior concrete foundation as directed. Prepare the concrete cracks and install per specifications. Unit of measurement two (2) Lineal Feet. 2. Unit prices include all necessary material, plus cost for delivery, installation, insurance, overhead, and profit. 3. Owner reserves the right to reject Contractor’s measurements of work in place that involves use of established unit prices and to have this work measured, at the Owner’s expense, by an independent surveyor acceptable to the Contractor. 1. Alternate #01 – Add Concrete Apron: Trade Contractor shall include all of the following, but not limited to, as part of the contract: <ol style="list-style-type: none"> 1. This contractor shall provide all labor, materials and equipment necessary to add approximately 7 ft. wide, 5” thick concrete apron on the east side of the garage to the back side of street curb. Price shall include removal of existing gravel, installation of concrete and one layer of mesh per concrete notes #7 and #8. Cut apron slab with control joints as indicated. See sheets A1.0 and A2.0 for notes and extents. <ol style="list-style-type: none"> 1. Note that the Base Bid condition leaves the existing gravel and includes the concrete cutting of the street curb beside the manhole storm inlet. 2. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project. 3. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate. 4. Execute accepted alternates under the same conditions as other work of the Contract. 1. Alternate #02 – Reuse existing overhead doors: Trade Contractor shall include all of the following, but not limited to, as part of the contract: <ol style="list-style-type: none"> 1. This contractor shall provide a lump sum deduct price from the base bid for all labor, materials and equipment necessary to salvage and reuse existing overhead doors to work with new door openers. <ol style="list-style-type: none"> 1. Note the Base Bid condition still would require removing and replacing the jamb stops and weatherstrip seals at the jambs and heads of all overhead doors as well as adjusting and replacing any damaged sections of existing door track. 2. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project. 3. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate. 4. Execute accepted alternates under the same conditions as other work of the Contract. 			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
<p>1. Bid Package #02 – Mechanical & Electrical: Trade Contractor shall include all of the following, but not limited to, as part of the contract:</p> <ol style="list-style-type: none"> 1. This contractor shall be responsible for all electrical services for a complete operational system for this project including but not limited to disconnects, 100A electrical panel, breakers, wiring, pathways, hangers, supports, and conduit for lights, dampers, exhaust fans, exhaust fans, overhead door operators and gas detection system & sensors as outlined in the contract documents. 2. This contractor shall bore 2" conduit with conductors from transformer T10 to new electric service entrance for garage. Conduit shall be installed at minimum of 18" below grade. Approximate length from transformer to new service is 260 LF, contractor to field verify exact location and conditions. Boring will cross existing campus power loop. This contractor will be responsible for obtaining utility locates prior to the start of work. 3. This contractor shall be responsible for supplying and installing louvers, exhaust fans, gas detection system and CO & NO2 sensors. Contractor shall coordinate with BP #1 for cutting and patching penetrations. 4. This contractor shall install hangers and supports as required to adequately and securely support mechanical system components in a neat and workmanlike manner directly from the structure at 5' on center. All exposed materials shall be plenum rated. 5. This contractor to provide third party testing and balancing of mechanical system. 6. This contractor is responsible for providing new light fixtures and receptacles using rigid conduit as outlined in the contract documents. 7. This contractor shall test lighting systems to ensure proper calibration adjustment, programing and operation 8. This contractor shall provide typed panel directory on electrical panel. Handwritten text is not acceptable. 9. This contractor shall be responsible for providing sealants with putty and silicone caulking for sealing up penetrations weather-tight for electrical disconnects, louvers and exhaust fans <p>1. Work Performed by Owner: CHMHI will perform the following work items:</p> <ol style="list-style-type: none"> 1. Relocate all moveable furniture, fixtures and equipment (FF&E), including window treatments; and personal materials from each sequenced work area prior to demolition and construction activities and after new construction is completed. <p>1. Owner Furnished Products: CHMHI will provide the following materials for installation by the contractor:</p> <ol style="list-style-type: none"> 1. Wheel stops will be furnished and installed by the owner 2. Steel angle corner guards on masonry corners to be furnished and installed by the owner 3. Painting of new 6" curb and storm inlet to be done by the owner 4. Painting new hollow metal doors and frames white in color 						
<p>Official Documented Meeting Minutes</p> <ul style="list-style-type: none"> • We will break out the mechanical and electrical bid packages • We will also offer a combined bid option that is inclusive of all three bid packages 						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	1	Project Schedule				Open
<p>Description</p> <ul style="list-style-type: none"> • Contract(s) Issued:11/24/25 • Submittals: December - January • Construction: Spring 2026 (targeting early to mid April) • Closeout: June 2026 <p>A pull-plan session will be held with the successful bid package contractors to finalize the construction schedule.</p> <p>State Holidays: New Year's Day, Martin Luther King Day, Memorial Day, 4th of July, Labor Day, Veterans Day, Thanksgiving and day after Thanksgiving, Christmas Day</p>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	1	Site Rules				Open
<p>Description</p> <ul style="list-style-type: none"> • Onsite supervision by Prime Contractor is required at all times when work by that contractor or their subcontractors/suppliers is taking place. • Contractors shall provide daily logs for each day they are on site. • Construction progress meeting will be established once construction starts. • It is of the utmost importance to show respect and courtesy to all staff at all times. • Clean all debris, materials, and bring all finishes back to existing conditions in the area they were working in prior to moving to the next area. • No smoking, vaping or smokeless tobacco use onsite. • Temporary facilities <ul style="list-style-type: none"> ◦ To be provided by Bid Package #01 for use by all the contractors for the duration of construction. • Tool control <ul style="list-style-type: none"> ◦ All tools and equipment shall be monitored and secured at all times. No vehicles shall be left unlocked when unattended at at no times shall keys be left in vehicles when unoccupied. • Background checks are not required for this project • Work hours <ul style="list-style-type: none"> ◦ Typical hours are 7 AM - 5 PM Monday-Friday. Other hours can be arranged on an as needed basis. • View Specification 01 1200 - Contract Summary 01 1201 - General Work Requirements and 01 1202 - Special Work Requirements for more information. 						

RFB Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Bid Submission				Open
<p>Description</p> <ul style="list-style-type: none"> • Bids are due Friday November 21st by 2:00 PM • The Bid shall be submitted to the Issuing Officer through the IMPACS Electronic Procurement System. <ul style="list-style-type: none"> ◦ Link and information is in the project manual ◦ Contractors will need to register prior to bidding 						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
			<ul style="list-style-type: none"> ◦ Bidders will need to register regardless of whether it has already done business with the State of Iowa. ◦ Bidders should complete the registration process and ensure the ability to log in as soon as possible to ensure Bids can be submitted on the due date. ◦ Please make sure the electronic documents submitted contain any required signatures. Digital signatures will be accepted. <ul style="list-style-type: none"> • Bid Opening will be held via conference call on Friday November 21st at 3:00 PM • Contractor shall reference section 00 0116 for the bid submittal checklist <ul style="list-style-type: none"> ◦ Bid Proposal Information ◦ Non Discrimination Clause Information ◦ Contractor Targeted Small Business Enterprise Pre-Bid Contract Information ◦ Bid Security – 5% of total Bid amount • Apparent low bidder will be required to submit subcontractor/supplier list 48hrs after the bid opening 			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Bid Schedule				Open
		Description				
		<ul style="list-style-type: none"> • Questions/Substitutions Due in Writing to Construction.Procurement@iowa.gov: 11/17 at 2:00 PM • Addendum Issued: Final Addendum by 11/19/25 • Bids Due: 11/21/25 by 2:00 pm • Tentative NOI Issued: 11/24/25 				

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

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Pre-Bid Site Visits				Open
		Description				
		Contractors can walk through the garage and site at the conclusion of this meeting				

Questions

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Questions				Open
<p>Description Submit all questions in writing to construction.procurement@iowa.gov. prior to 11/17</p>						
<p>Official Documented Meeting Minutes</p> <ul style="list-style-type: none"> • Substitution Request Approval <ul style="list-style-type: none"> ◦ Greenheck – Low Leak Control Dampers ◦ Greenheck – Axial HVAC Fans ◦ Greenheck Air outlets & Inlets / Louvers ◦ Macurco – CO / NO2 Gas Detection ◦ Bleimo Sensors ◦ Axial Fans 						

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

Meeting: 9475.00 CHMHI Fleet Garage Repairs – Pre-Bid Meeting

Date: 11/13/2025

Attendees

In Attendance (Initial)	Name	Company
	Tavis Hoyle	DCI Group
	Jason Pisset	CMHI
	Jennie Elliott	DAS
	Jim Haselhoff	Haselhoff Const
	Mark Luebers	BISNATE MASONRY
	Ben Derrmann	FSG
	Craig Haddke	Ward Electric Company
	Joe Mitchell	CoSutor

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SECTION 00 4116

BID FORM

The Bid Form must be submitted online through the State's [IMPACS Electronic Procurement System](#).

RFB #947500-01

BID FORM for CONSTRUCTION CONTRACT
for
HHS CHMHI Fleet Garage Repairs
1251 W Cedar Loop Cherokee, IA 51012
Project 9475.00

Iowa Department of Administrative Services
Hoover State Office Building, Level 3
1305 East Walnut Street
Des Moines, Iowa 50319-0105

The following information is to be completed and submitted with your bid..

1. Bid Form - Completed and Signed (to be uploaded with bid submission)
2. Non Discrimination Clause Information
3. Contractor Targeted Small Business Enterprise Pre-Bid Contract Information
4. Bid Security – 5% of total Bid amount (to be uploaded with bid submission)

Authorized Representative:

The undersigned Bidder, in response to your Request for Bid for construction of the above project, having examined the Drawings, Specifications, and other Bidding Documents dated October 17th, 2025 and Addenda issued and acknowledged below as received and being familiar with all the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials, equipment and supplies to perform all work to construct the project in strict accordance with the proposed Contract Documents, within the time and at the prices stated below. Prices are to cover all expenses incurred in performing the work required under the proposed Contract Documents, of which this bid is a part.

Bidder acknowledges receipt of the following Addenda which are a part of the Bidding Documents and for which any effect on cost of the Work is included in the bid amounts indicated:

Number	_____	_____	_____	_____	_____
Dated	_____	_____	_____	_____	_____

Note that the State of Iowa is exempt from State and Local sales and use taxes (including local option and school option) for this project. Taxes on construction materials shall NOT be included in the bid amounts.

Amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words shall govern.

BID PACKAGES:

BP #01

Description: General Construction

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

(\$ _____). Dollars

UNIT PRICES:

BP #1 UNIT #01

Description: Additional Concrete Crack Repair

(\$ _____). Cost per two (2) lineal feet of repair. Dollars

ALTERNATES:

BP #1 ALT #01

Description: Add Concrete Apron

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

(\$ _____). Dollars

ALTERNATES:

BP #1 ALT #02

Description: Reuse existing overhead doors

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

_____ Dollars
(\$_____).

BP #02

Description: Mechanical

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

_____ Dollars
(\$_____).

BP #03

Description: Electrical

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

_____ Dollars
(\$_____).

BP #04

Description: Combined Bid (BP #1, BP #2 and BP #3)

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

_____ Dollars
(\$_____).

Bidder hereby certifies that:

1. This bid is genuine and is not made in the interest of or on behalf of any undisclosed person, firm or corporation;
2. Bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain any advantage over any other bidder or over the Owner.

3. Bidder hereby certifies that the Bidder is registered with the Iowa Labor Commissioner as a Contractor as required by Chapter 91C, Code of Iowa.
4. Bidder agrees to comply with all Federal and State Affirmative Action/Equal Employment Opportunity requirements concerning fair employment and will not discriminate between or among them by reason of race, color, religion, sex, national origin or physical handicap.
5. All construction under this Contract shall conform to the requirements of the *Iowa State Building Code*.
6. Bidder agrees that this bid shall remain valid and shall not be withdrawn for a period of thirty (30) calendar days after the date for receipt of bids.
7. Bidder agrees that if written notice of acceptance of this bid is mailed, emailed, or delivered to the undersigned within thirty (30) days after the date in which bids are due, or at any time thereafter before it is withdrawn, the undersigned will sign and return the Contract Agreement, prepared in accord with the Bidding Documents and this bid as accepted; and will also provide proof of insurance coverage and required surety bonds.
8. Bidder understands that the Owner reserves the right to reject any and all bids, and to waive irregularities or informalities and enter into a contract for the work, as the Owner deems to be in the best interest of the State.
9. Bidder understands that the Owner reserves the right to accept any, or no, Alternate Bid, if requested, and that the Alternate Bids may be considered in any order or combination, and the low Bidder shall be determined on the basis of the sum of the base bid and any Alternate(s) accepted.

Subcontractors:

The Trade Contractor must identify all Subcontractors and Suppliers within 48 hours of the published date and time for which bids must be submitted, in accordance with Iowa Code Section 8A311, as amended by House File 646 in 2011. Subcontractors and suppliers may not be changed without the approval of the Owner. Requests for changing a Subcontractor or supplier must identify the reason for the proposed change, the name of the new Subcontractor or supplier, and the change in the subcontractor or supplier price as a result of the change. Any reduction in subcontractor or supplier price as a result of the change, if the change is approved by the Owner, shall be deducted from the Trade Contract Price via a deductive Change Order. Any such changes, if approved by the Owner, which result in an increase in the Trade Contract Price shall be borne by the Trade Contractor.

Enforcement of Reciprocal Resident Bidder Preference, per Iowa Code 73A.21.

All bidders shall either check the box next to "Resident Bidder" or check the box next to "Nonresident Bidder" and by doing so and signing thereafter certifies and attests to the same. All information requested must be provided. Seek out the advice of an attorney if you have questions.

"Resident Bidder" means a person or entity authorized to transact business in of the State of Iowa and having a place of business for transacting business within the State of Iowa at which it is conducting and has conducted business for at least three years prior to the date of the first advertisement for the public improvement. Note, however, that if a nonresident bidder's state or foreign country has a more stringent definition of a resident bidder, the more stringent definition is applicable as to bidders from that state or foreign country.

Resident Bidder

Name of Resident Bidder: _____

By: _____
 Authorized Agent and Signatory of Resident Bidder

OR:

Nonresident Bidder

Name of Nonresident Bidder: _____

Name of State or Foreign Country of Nonresident Bidder: _____

Particularly identify and describe any preference, labor preference, or any other type of preferential treatment, in effect in the nonresident bidder's state or foreign country at the time of this bid:

NOTICE: Nonresident Bidders domiciled in a state or country with a resident labor force preference shall make and keep, for a period of not less than three years, accurate records of all workers employed on the public improvement. The records shall include each worker's name, address, telephone number when available, social security number, trade classification, and the starting ending time of employment.

By: _____
Authorized Agent and Signatory of Nonresident Bidder

REQUIRED: Bid Form shall be signed by an officer of the company with authority to bind in a contract. Notice of acceptance of this bid, or request for additional information by the Department of Administrative Services, may be addressed to the undersigned at the address set forth below:

Legal Name of Firm: _____

Date: _____

Signature of Bidder: _____

Title: _____

Typed Name of Signatory: _____

Email: _____

Business Address:

Telephone Number: _____ Fax Number: _____

Federal Tax Identification Number: _____

Iowa Contractor Registration Number: _____

Bidder Safety Manager Name: _____

For an out-of-state Bidder, Bidder certifies that the Resident Preference given by the State or Foreign Country of Bidder's residence, _____, is _____ %.

END OF SECTION

SECTION 01 1200

CONTRACT SUMMARY

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Project Information
- B. Project Summary
- C. Bid Scope Summary
- D. Work Hour Restrictions
- E. Access to Site
- F. Coordination with Occupants
- G. Rules for Construction Workers
- H. Bid Package Instructions

1.02 PROJECT INFORMATION

- A. Facility Name/Location: Cherokee Mental Health Institute 1251 W Cedar Loop Cherokee, IA 51012
- B. DAS Project #: 9475.00
- C. Owner: State of Iowa, Department of Administrative Services, Hoover State Office Building, Level 3, 1305 East Walnut Street, Des Moines, IA 50319
- D. Owner's Representative: Jennie Elliott, Iowa Department of Administrative Services, 109 SE 13th Street, Des Moines, IA 50319
- E. Construction Manager: Travis Hoyle, DCI Group 220 SE 6th St Suite 200 Des Moines, IA 50309

1.03 PROJECT SUMMARY

- A. The project includes the renovation of the existing garage at Cherokee Mental Health Institute.
- B. Target date to provide substantial completion is June 1st, 2026.

1.04 BID SCOPE SUMMARY

- A. Scope Applicable to All Bid Packages:
 - 1. The Contractor's Work includes all labor, supervision, materials, equipment, services, supplies, tools, facilities, transportation, hoisting, storage, receiving, licenses, inspections, certifications, overhead, profit, or other items required or reasonably inferable to properly and timely perform and complete all work and services to be performed by the Contractor pursuant to this Agreement. Unless specifically stated otherwise, incidental work required to accomplish the work of this Bid Package shall be included in the bid. This would include, but not be limited to, temporary facilities, protection of the work, security of equipment, materials, and work in progress, etc. Contractor's Work shall be performed in accordance with the Drawings, Specification Divisions 00 and 01, and Specification sections applicable to each Contractor's scope.
 - 2. Contractor is responsible for all labor and equipment to unload, account for all material delivered, stock, and delivery for this scope of work. Storage and delivery of materials and equipment at the Site shall be permitted only to the extent approved in advance by the Construction Manager, and if anything so stored obstructs the progress of any portion of the work, it shall be promptly removed or relocated by the Contractor without reimbursement.
 - 3. On site supervision by Prime Contractor at all times work by that contractor or their subcontractors/suppliers is taking place.
 - 4. Provide all temporary facilities required for this scope of work including trailer, trailer power, telephone, secured storage, temporary power for work, temporary and task

lighting for work, etc. as determined necessary by Contractor. Coordinate location of trailers, material storage and utility lines with Construction Manager. Limited space is available, and permission to bring any such facility or excess materials on to the site shall be approved by the Construction Manager.

5. Contractor shall provide all equipment and tools for Contractor's own cleanup. Clean up shall be done at end of every shift or more frequently if required for the Contractor to perform their work, for other Contractors to perform their work, as required by the Owner's operations, and at the discretion of the Construction Manager.
6. All turf, landscaping, and subgrade disturbances caused by equipment traffic or other activities related to the Contractor's scope shall be repaired or restored to proper conditions by the Contractor.
7. Protect adjacent existing building elements from damage from Scope of work. Repair existing building elements damaged during Contractor's Scope of work.

1.05 WORK HOUR RESTRICTIONS

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

1.06 CONTRACTOR USE OF SITE AND PREMISES

- A. Construction Operations: Limited to areas noted on Drawings.
- B. Provide access to and from site as required by law and Owner:
 1. Emergency Building Exits During Construction: Keep all exits required by code open during construction period; provide temporary exit signs if exit routes are temporarily altered.
 2. Do not obstruct roadways, sidewalks, or other public ways without permission of Owner and permit if required.
- C. Facility will be occupied at all times during duration of work. Contractor personnel shall conduct themselves in an agreeable manner at all times. Failure to do so may result in removal from the work site.

1.07 OWNER OCCUPANCY

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

1.08 RULES FOR CONSTRUCTION WORKERS

- A. The staff of the State of Iowa has a responsibility to protect the public by providing a secure environment. All work site rules must be followed to the letter, at all times.
- B. Hot Work Permit Processes and Fire Watch, when necessary, will be adhered to for this project.
- C. All State properties are tobacco free. No smoking will be permitted or tolerated on campus unless in designated areas.
- D. You are permitted access only to the work site and no other area of the institution.
- E. No drugs, alcohol, or firearms are allowed on the work site.
- F. Do not leave money, drugs, alcohol, or firearms in your personal vehicle.
- G. Company and personal vehicles are to be parked and locked in designated or authorized area of the work.
- H. Secure all tools at the end of the day.
- I. Maintain control of all tools, supplies, and debris at all times during the work.
- J. Never leave keys in any vehicle. If a security officer finds keys in a vehicle, they are under orders to turn them in to a security supervisor.
- K. Do not give anything to residents or take anything from residents; if they offer, inform your supervisor.

- L. Secure all tools at the end of each day. Never leave tools unattended. If security officers find loose tools, they are under orders to turn them in to their supervisor.
- M. All delivery vehicles must go directly to the job site. Extra time should be anticipated for all deliveries. Provide 24-hour notice to the facility of deliveries.
- N. During an emergency, follow the instructions of the security staff.

1.09 BID PACKAGE INSTRUCTIONS

- A. **Bid Package #01** – General Construction: Trade Contractor shall include all of the following, but not limited to, as part of the contract:
 1. Includes specifications: Division 00, Division 01, 02 4119, 03 0137, 03 3053, 04 0120, 05 5000, 06 1053, 07 9200, 08 1113, 08 3613, 08 7100, 09 9100, 31 2000, 32 9200
 2. This contractor is responsible for all demolition except for specific items called out in Bid Package #2. This contractor shall provide dumpster for all bid packages, dumpster location identified on sheet A0.2
 3. Contractor shall remove wood jabs at opening #102, patching jamb holes with color mortar to match existing tiles.
 4. This contractor shall provide temporary barriers, traffic cones/caution tape around the work area. Contractor shall close up and secure all door openings at the end of each day.
 5. This contractor shall repair wall cracks through clay tile and foundations, routing and patching concrete cracks as outlined in the contract documents.
 6. This contractor shall cut in new wall expansion joints as outlined in the contract documents.
 7. This contractor shall repair cracks in mortar joints by repointing. See appendix A for photos of the garage. Contractor is responsible for field verification of extents of repointing.
 8. This contractor shall replace broken clay tiles and replace them with solid brick or replace them with salvaged clay tiles, if available, as outlined in the contract documents. Brick for patching repairs to match color of clay tile. All mortar joints are to be tooled concave, match existing mortar color.
 9. This contractor shall repair clay tile crack over door, replace cracked brick and add 8-foot length of 2x6 top plate from east exterior wall to west of door opening. Provide threaded anchors and grout as outlined in the contract documents.
 10. This contractor shall provide mockups for crack repairs that will be reviewed by the Owner, Architect/Engineer and Construction Manager. A sample area shall be prepared for each type of crack repair for voids larger than 1/8" for review. The repair shall demonstrate methods and quality of workmanship expected for each crack repair. See specifications for further details.
 11. This contractor shall provide mockups for masonry repairs that will be reviewed by the Owner, Architect/Engineer and Construction Manager. A sample area for each type of masonry repair shall be done on sample areas on existing walls for review. The repair shall demonstrate methods, quality of workmanship & materials, and blending with existing conditions for each masonry repair which includes brick unit replacement and patching. See specifications for further details.
 12. Provide unit cost below for additional concrete crack repair.
 13. This contractor shall clean out and fill floor crack that runs the full length of the building (approximately 115 L.F.) with pourable sealant gridding down any offsets flush (approximately 40 L.F.) measurements shall be field verified by the contractor.
 14. This contractor shall cut clay tile rough opening for new door, frame and hardware. Contractor shall provide shoring up top courses of clay tile before removing tile below. This includes providing new steel angle lintel.
 15. This contractor shall fill open holes in clay tiles with colored mortar to match as outlined in the contract documents.
 16. This contractor shall be responsible for cutting and patching for mechanical and electrical work outlined in BP #2 for Louvers, Exhaust Fans and Gas Detection Controller. Contractor shall provide a shoring plan if necessary for cutting these penetrations.

17. This contractor shall provide all new hollow metal doors, frames and hardware, provide while sealant around the frame to match owner paint color as outlined in the contract documents.
18. This contractor shall provide new overhead doors and openers, replace existing wood stop 1x2 and weather strip, The owner will paint stops as required. New overhead doors shall fit in the existing rough opening
19. Contractor shall salvage and reuse existing track and side coil springs, straighten and replace any damaged or bent track sections.
20. This contractor shall provide frost free stoops for man doors with expansion joints, water repellent and chloride screen on stoop and apron. Use excavation soil to fill flush on side and taper down to existing grade as outlined in the contract documents. Contractor to field verify dimensions as necessary.
21. This contractor shall cut existing street curb back to leave only 16" on both sides of existing manhole, bevel sides up 6"
22. This contractor shall repair all areas of damaged lawn including ruts and reseed. Contractor shall be responsible for initial watering then this will be turned over to the owner

B. **Unit Price #01** – Additional Concrete Crack Repair: Trade Contractor shall include all of the following, but not limited to, as part of the contract:

1. State the cost to rout out and apply concrete crack repair compound in cracks on the exterior concrete foundation as directed. Prepare the concrete cracks and install per specifications. Unit of measurement two (2) Lineal Feet.
2. Unit prices include all necessary material, plus cost for delivery, installation, insurance, overhead, and profit.
3. Owner reserves the right to reject Contractor's measurements of work in place that involves use of established unit prices and to have this work measured, at the Owner's expense, by an independent surveyor acceptable to the Contractor.

C. **Alternate #01** – Add Concrete Apron: Trade Contractor shall include all of the following, but not limited to, as part of the contract:

1. This contractor shall provide all labor, materials and equipment necessary to add approximately 7 ft. wide, 5" thick concrete apron on the east side of the garage to the back side of street curb. Price shall include removal of existing gravel, installation of concrete and one layer of mesh per concrete notes #7 and #8. Cut apron slab with control joints as indicated. See sheets A1.0 and A2.0 for notes and extents.
 - a. Note that the Base Bid condition leaves the existing gravel and includes the concrete cutting of the street curb beside the manhole storm inlet.
2. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
3. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
4. Execute accepted alternates under the same conditions as other work of the Contract.

D. **Alternate #02** – Reuse existing overhead doors: Trade Contractor shall include all of the following, but not limited to, as part of the contract:

1. This contractor shall provide a lump sum deduct price from the base bid for all labor, materials and equipment necessary to salvage and reuse existing overhead doors to work with new door openers.
 - a. Note the Base Bid condition still would require removing and replacing the jamb stops and weatherstrip seals at the jambs and heads of all overhead doors as well as adjusting and replacing any damaged sections of existing door track.
2. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.

3. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
 4. Execute accepted alternates under the same conditions as other work of the Contract.
- E. **Bid Package #02 – Mechanical:** Trade Contractor shall include all of the following, but not limited to, as part of the contract:
1. Includes specifications: Division 00, Division 01, 07 9200, 23 0913, 23 3300, 23 3413, 23 3700,
 2. This contractor shall be responsible for supplying and installing louvers, exhaust fans, gas detection system and CO & NO₂ sensors. Contractor shall coordinate with BP #1 for cutting and patching penetrations and BP #3 for electrical service.
 3. This contractor shall install hangers and supports as required to adequately and securely support mechanical system components in a neat and workmanlike manner directly from the structure at 5' on center. All exposed materials shall be plenum rated.
 4. This contractor to provide third party testing and balancing of mechanical system.
 5. This contractor shall be responsible for providing sealants with putty and silicone caulking for sealing up penetrations weather-tight for louvers and exhaust fans.
- F. **Bid Package #03 – Electrical:** Trade Contractor shall include all of the following, but not limited to, as part of the contract:
1. Includes specifications: Division 00, Division 01, 07 9200, 26 0519, 26 0526, 26 0533.13, 26 0533.16, 26 0553, 26 2416, 26 2726, 26 5100, 31 200
 2. This contractor shall be responsible for all electrical services for a complete operational system for this project including but not limited to disconnects, 100A electrical panel, breakers, wiring, pathways, hangers, supports, and conduit for lights, dampers, exhaust fans, exhaust fans, overhead door operators and gas detection system & sensors as outlined in the contract documents.
 3. This contractor shall bore 2" conduit with conductors from transformer T10 to new electric service entrance for garage. Conduit shall be installed at minimum of 18" below grade. Approximate length from transformer to new service is 260 LF, contractor to field verify exact location and conditions. Boring will cross existing campus power loop. This contractor will be responsible for obtaining utility locates prior to the start of work.
 4. This contractor shall install hangers and supports as required to adequately and securely support electrical system components in a neat and workmanlike manner.
 5. This contractor is responsible for providing new light fixtures and receptacles using rigid conduit as outlined in the contract documents.
 6. This contractor shall test lighting systems to ensure proper calibration adjustment, programming and operation
 7. This contractor shall provide typed panel directory on electrical panel. Handwritten text is not acceptable.
 8. This contractor shall be responsible for providing sealants with putty and silicone caulking for sealing up penetrations weather-tight for electrical disconnects.
- G. **Work Performed by Owner:** CHMHI will perform the following work items:
1. Relocate all moveable furniture, fixtures and equipment (FF&E), including window treatments; and personal materials from each sequenced work area prior to demolition and construction activities and after new construction is completed.
- H. **Owner Furnished Products:** CHMHI will provide the following materials for installation by the contractor:
1. Wheel stops will be furnished and installed by the owner
 2. Steel angle corner guards on masonry corners to be furnished and installed by the owner
 3. Painting of new 6" curb and storm inlet to be done by the owner

4. Painting new hollow metal doors and frames white in color

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF SECTION



