

# Addendum 01 for RFB925900-01

Project Name: DAS CC Finkbine St. and Parking Lot 5 Paving Replacement  
DAS RFB #: 925900-01  
DAS Project #: 9259.00  
Date: 05/23/2022

**Bids Due (REVISED): June 1st, 2022, at 2:00pm**

Contents:

- Cover Page – Table of Contents, Revisions, & Questions (1 page)
- Pre-Bid Meeting Minutes and Sign-In Sheet (5 pages)

## 1. REVISIONS:

1.1. The due date for bids has been revised to Wednesday, June 1<sup>st</sup>, 2022, at 2:00 PM CST

1.2. The due date for questions has been extended to 05/26/2022 at 2:00 PM CST

### 1.3. CHANGES TO BID SUBMITTAL AND OPENING

Due to the circumstances surrounding COVID-19, the State is amending the bid submittal and public opening procedures of the above RFB.

### BID SUBMITTAL

The Bid shall be submitted to the Issuing Officer through the Iowa VSS electronic bidding system. The link to VSS is: [https://vss.iowa.gov/webapp/VSS\\_ON/AltSelfService](https://vss.iowa.gov/webapp/VSS_ON/AltSelfService).

VSS should be accessed via Internet Explorer. If you have any issues with registration or login, please call the helpdesk at 515-281-6614 or [dasvendorhelp@iowa.gov](mailto:dasvendorhelp@iowa.gov). **Bidders should verify ability to log in as soon as possible to ensure Bids can be submitted on the due date as the helpdesk is not available 24/7.** Please make sure the electronic documents submitted contain all of the required signatures. Digital signatures will be accepted. Bidders without access to electronic means should contact the issuing officer at 515-322-2893.

### PUBLIC OPENING

The public opening will be held via conference call only. The call details are below.

Call time: 3:00pm on June 1<sup>st</sup>, 2022

Call number: +1 386-753-8066

Pin: 901 236 321#

## 2. QUESTIONS:

2.1. What is the projected budget?

2.1.1. Engineer's estimate for construction is \$1,336,565.00

2.2. Will the use of a paver be required for Finkbine?

2.2.1. No



State of Iowa - Department of Administrative  
Services  
109 SE 13th St.  
Des Moines, Iowa 50319  
P: (515) 281-7260

Project: 9259.00 DAS CC Finkbine St and Parking  
Lot 5 Paving Replacement  
1007 E Grand  
Des Moines, Iowa 50319

## RFB Pre-Bid Minutes: Meeting #1

**Meeting Date** May 17, 2022 **Meeting Time** 1:00 PM - Central Time (US & Canada)

**Meeting Location** Iowa State Capitol at the intersection of Finkbine and East Walnut Street

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

**Notes**

**Attachments** [Pre-Bid Sign-In Sheet.pdf](#)

### Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Justin Ernst	Bolton & Menk, Inc	P: (515) 259-9190 ext. 2786	justin.ernst@bolton-menk.com	Present
Josh Davenport	Capitol Complex Maintenance	P: (515) 242-5120	joshua.davenport@iowa.gov	Absent
Kurt Fisher	DCI Group	P: (515) 244-5043	kurtf@dcigroup-us.com	Present
Doug Carper	State of Iowa - Department of Administrative Services		douglas.carper@iowa.gov	Present

### Introduction

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Introductions				Open
<b>Description</b> Attendees - Please Sign-In  Doug Carper - State of Iowa Department of Administrative Services (Owner's Representative) Brad Meister - State of Iowa Department of Administrative Services (Energy Associate/Project Manager) Josh Davenport - State of Iowa Department of Administrative Services (Public Service Supervisor 1) Justin Ernst - Bolton & Menk (Engineer) Kurt Fischer - DCI Group (Construction Manager - Superintendent) Michael Steen - DCI Group (Construction Manager - Project Manager)						
<b>Official Documented Meeting Minutes</b> See attached sign-in sheet						

### Project Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Project Description				Open
<b>Description</b> Replacement of paving at Finkbine Dr. and Parking Lot 5 on the Capital Complex in Des Moines, IA. Includes:						

- NPDES permit, SWPPP, and erosion control
  - Contractor is responsible for obtaining a NPDES Permit.
  - Contractor is responsible for preparation and management of SWPPP per SUDAS as listed on sheet C.01 of plans.
- Temporary conditions and traffic control
- Removal and disposal of existing pavement
- Surveying and staking
- Subgrade preparation, subbase, concrete, and reinforcing
- Sidewalks and detectable warning pads
- Signal loops at Finkbine Dr. and E. Grand Ave.
- Subdrains and storm water utilities
- Retaining wall footings and repairs
- Parking lot striping
- Removal bollards
- Site restoration

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	1	Project Schedule				Open
<b>Description</b> <ul style="list-style-type: none"> <li>• Contract(s) Issued: Week of May 30th</li> <li>• Submittals: June 6th - June 17th</li> <li>• Construction:               <ul style="list-style-type: none"> <li>◦ Phase 1 Parking Lot 5: June 13th - August 8th</li> <li>◦ Phase 2 Finkbine: August 9th - October 19th</li> <li>◦ Schedule may be negotiable and work could take place simultaneously</li> </ul> </li> <li>• Closeout: October 2022</li> <li>• Inform owner of any long lead times on materials.</li> </ul> <p>A pull-plan session will be held with the successful bid package contractors to finalize the construction schedule.</p>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	1	Site Rules				Open
<b>Description</b> <ul style="list-style-type: none"> <li>• Onsite supervision by Prime Contractor is required at all times when work by that contractor or their subcontractors/suppliers is taking place.</li> <li>• Contractors shall provide daily logs for each day they are on site.</li> <li>• Construction progress meeting will be established once construction starts.</li> <li>• It is of the utmost importance to show respect and courtesy to all staff at all times.</li> <li>• Clean all debris, materials, and bring all finishes back to existing conditions in the area they were working in prior to moving to the next area.</li> <li>• No smoking, vaping or smokeless tobacco use onsite.</li> <li>• Temporary facilities               <ul style="list-style-type: none"> <li>◦ Temporary restroom facilities to be provided by contractor</li> <li>◦ Dumpsters if necessary to be provided by contractor</li> <li>◦ Contractor shall provide barricades and temporary signage for traffic control (sidewalk and road)</li> </ul> </li> <li>• Work hours - Typical work hours are M-F 7 AM to 5 PM unless other arrangements are made in advance.</li> </ul>						

## RFB Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Bid Submission				Open
<b>Description</b> <ul style="list-style-type: none"> <li>Bids are due <b>Wednesday, May 25th 2022 at 2:00 PM CST</b></li> <li>The Bid shall be submitted to the Issuing Officer through the Iowa VSS electronic bidding system. <ul style="list-style-type: none"> <li>Link and information will be provided via addendum</li> <li>Contractors will need to register prior to bidding</li> <li>VSS should be accessed via Internet Explorer.</li> <li>Bidders will need to register regardless of whether it has already done business with the State of Iowa.</li> <li>Bidders should complete the registration process and ensure the ability to log in as soon as possible to ensure Bids can be submitted on the due date as the helpdesk is not available 24/7.</li> <li>Bids should be split into several files if the bid exceeds the 10MB threshold. There is no limit on the number of files which can be uploaded.</li> <li>Please make sure the electronic documents submitted contain all of the required signatures. Digital signatures will be accepted.</li> </ul> </li> <li>Bid Opening will be held via conference call on <b>May 25th at 3:00 PM</b></li> <li>Contractor shall reference section 00 0116 for the bid submittal checklist <ul style="list-style-type: none"> <li>Bid Proposal Form (signed in two places)</li> <li>Non Discrimination Clause Form</li> <li>Contractor Targeted Small Business Enterprise Pre-Bid Contract Information Form</li> <li>Bid Security – 5% of total Bid amount</li> </ul> </li> <li>Apparent low bidder will be required to submit subcontractor/supplier list 48hrs after the bid opening</li> </ul>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Bid Schedule				Open
<b>Description</b> <ul style="list-style-type: none"> <li>Questions/Substitutions Due in Writing to <a href="mailto:Construction.Procurement@iowa.gov">Construction.Procurement@iowa.gov</a>: May 19th, 2022 at 2:00 PM CST</li> <li>Addendum Issued: Final addendum by 2:00 PM on May 23rd. If an later addendum is required the bid date will be adjusted.</li> <li>Bids Due: May 25th at 2:00 PM</li> <li>Tentative NOI Issued: May 26th</li> </ul>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.3	1	Administrative Details				Open
<b>Description</b> <ul style="list-style-type: none"> <li>Contractors will sign a modified ConsensusDocs 802. Example in the project manual.</li> <li>Project-specific Certificate of Insurance must be provided prior to contract execution. Follow example in the project manual and limits in the 802.</li> <li>Project-specific P&amp;P bonds must be provided prior to contract execution.</li> <li>Successful contractor must turn in their list of subcontractors and suppliers within 48 hours of the bid.</li> <li>DAS will provide tax exempt certificates upon request.</li> <li>Procore will be used for all project management, at no cost to the trade contractor. <ul style="list-style-type: none"> <li>Submittals, Invoicing, RFIs, ASIs, PRs, RFQs</li> <li>Contracts, Change Orders and Certificates of Substantial and Final Completion will also use DocuSign</li> </ul> </li> <li>Contractor Schedule of Values shall be broken out as specified in the project manual.</li> </ul>						

- 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
<b>Description</b> Review of Finkbine and Lot 5						

## Questions

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Questions				Open
<b>Description</b> Submit all questions in writing to <a href="mailto:construction.procurement@iowa.gov">construction.procurement@iowa.gov</a> .						
<b>Official Documented Meeting Minutes</b> <ul style="list-style-type: none"> <li>• Will a paver machine be required for Finkbine? <ul style="list-style-type: none"> <li>◦ No</li> </ul> </li> </ul>						

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.