

Addendum 1 for RFP 952400-01

Project Name: DOC ASP Sallyport LUB Tunnel Repairs
RFP #: 952400-01
DAS Project #: 9524.00
Date: 6/16/2026

Bid Due: June 22nd, 2026 by 2:00pm

Addendum No. 1 Items:

1. No submitted questions following Pre-Proposal Meeting received from construction.procurement@iowa.gov
2. See attached Meeting Minutes & Sign In Sheet from the June Pre-Proposal Meetings.

END OF ADDENDUM

RFP Pre-Proposal Minutes: Meeting #1

Meeting Date	Jun 8, 2026	Meeting Time	10:30 am - 11:15 am Central Time (US & Canada)
Meeting Location	Anamosa State Pen.	Video Conferencing Link	Join Meeting
Overview	Meeting to allow prospective design firms to visit the project site, when possible, and learn more about the scope.		
Notes			
Attachments	RFP 952400-01 ASP Tunnel Wall Repairs_FINAL.pdf		

Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Ted Chumbley	McGough Construction	P: (515) 639-3853	ted.chumbley@mcgough.com	Present
Noah Thelen	McGough Construction	P: (515) 639-3853	noah.thelen@mcgough.com	Present
Brandon Adams	State of Iowa - Department of Administrative Services		brandon.adams@das.iowa.gov	
Oliver Shimp	State of Iowa - Department of Administrative Services		oliver.shimp@das.iowa.gov	Present

Introduction

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Introductions				Open
		Description Attendance				
		Official Documented Meeting Minutes Shive Hattery Bolton-Menk Iowa DAS McGough ASP Snyder & Associates See attached sign in sheet				

Project Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Scope Review				Open
Description Repairs needed to existing stone utility tunnel walls located under Sallyport Vehicle Entrance and in front of Living Unit B. Sallyport repairs consist of void space at lower portion of stone wall, deteriorated wall joints, and deteriorated concrete tunnel lid/paving above. LUB repairs include tunnel wall corner locations where outside corners have deteriorated and/or missing. Review attached photos in RFP for locations.						
Official Documented Meeting Minutes Asbestos testing has been done in previous projects and confirmed that the steam line insulation is hot. DAS will provide additional testing as needed for the project as directed by the designer. Not touching MEP on this product, strictly structural repairs to wall and ceiling.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	1	Schedule Review				Open
Description • Questions Due to construction.procurement@das.iowa.gov: 6/15/2026 • Addendum Issued: 6/16/2026 • Proposals Due: 6/22/2026 by 2:00pm • Selection of Designer/Issue NOI: Week of 6/22 • Execution of 803 Contract: Week of 6/22 (Need to complete prior to 7/1) • Tentative Design Kickoff Meeting: Week of 7/6 • 100% DD: Designer to Propose • 50% CD and budget: Designer to Propose • 95% CD: Designer to Propose • 100% CD and budget: September 14th, 2026 • Contractor Bidding: September 2026 • Execution of Contractor's Contract(s): October 2026 • Submittals, Procurement and Construction: October 2026-December 2026 • Closeout: January 2027						
Official Documented Meeting Minutes Contracts are planned to be issued and signed quickly to meet deadline of Fiscal Year End on June 30th.						

RFP Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	RFP Requirements Review				Open
Description • All questions to be directed to construction.procurement@das.iowa.gov • DAS uses Procore online project management system for all projects, at no cost to the designer. • DAS uses a modified ConsensusDocs 803 Form of Agreement						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
		- DAS requires a project-specific Certificate of Insurance and specifies a Professional Liability policy of \$2,000,000 with a deductible of \$25,000 - Must note in proposal if deductible is different and provide a letter of financial stability from bank - Must provide COI prior to contract execution - Ensure the following items are included in the proposal: - Project-specific schedule - Resumes for all technical staff that will be assigned to the project - Anticipated hours and rates for each person on the design team - Lump sum broken down by schedule of values - Proposals shall be uploaded through the IMPACS Electronic Procurement System (do not email to Procurement). - Link and information is in the RFP - Designers will need to register prior to submission - Designer should complete the registration process and ensure the ability to log in as soon as possible to ensure proposals can be submitted on the due date. - Please make sure the electronic documents submitted contain any required signatures. Digital signatures will be accepted.				

Conclusion

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Designer Questions				Open
		Description Any questions?				
		Official Documented Meeting Minutes Team on site performed site walk.				

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.


McGough

Meeting Sign-In Sheet

Project Name/#: ASP Sully Port Tunnel & LUB Repairs

Date: 6/9/26

Meeting Type: Pre-Proposal

Time: 10:30 AM

Prepared By: Noah Thelen

Location: ASD

Please print informaton below:

[illegible]