

To: Prospective Offerors

Date: October 7th, 2025

From: Michael Bradbury, Issuing Officer

Iowa Department of Administrative Services-Central Procurement

Phone 515-823-9327; e-mail: construction.procurement@iowa.gov

RE: **Addendum No. 1**, to Design RFP948800-01, DOC 4JD CB New Central Office Building

The following additions, changes, and clarifications are hereby made by this Addendum.

Revisions to original scope:

- 1) No Items

Addition to original scope:

- 1) No Items

Questions:

- 1) Is there any funding involved that might trigger BABA-compliance? **A> No**
- 2) Do you anticipate Schematic Design and Design Development for both the design of the new building and the conversion of the existing building occurring concurrently at the same time? **A> The priority is the new office building, but the existing building SD & DD phases should follow similar milestones to understand budgeting.** Or is there flexibility in the schedule for when Schematic Design and Design Development for the conversion of the existing building may happen? **A> SD & DD phases should follow similar milestones to understand budgeting.**
- 3) Is there an opportunity to extend the schedule 4-6 weeks from the 100% Construction Documents completion date noted in the RFP to allow for appropriate cost estimating and owner review time? **A> Per the RFP, design information shall be provided 5 days prior to scheduled meetings. Extending the 100% CD date by four weeks would be allowed with the caveat that the design team would need to show that the additional four weeks would not impact the building being enclosed prior to winter of 2026. The intent of the current schedule is to provide ample construction time during the summer/fall of 2026 to have an enclosed structure prior to winter of 2026.**
- 4) What is the budget or funding available for this project? **A> An appropriation of \$6.9 million has been awarded to this project. This includes all costs associated with the project, including soft costs.**
- 5) Will the study of the existing building occur concurrently with the SD and DD phases of the new building, or will it follow a separate timeline? **A> The priority is the new office building, but the existing building SD & DD phases should follow similar milestones to understand budgeting.**
- 6) Section 1.3.5 list the types of spaces intended for the new facility; is a program with desired areas, quantities and room data sheets available? **A> An actual programing phase was not conducted for this project. See attached for a preliminary concept that was used for budgeting purposes.**

- 7) Has the program been defined for the study of the existing building, if so, can that be made available? **A> No program has been defined for the existing building.**
- Is the residential living space for the correctional facility being planned around minimum, medium, or maximum-security requirements? **A>None of the aforementioned. The intent of the residence will be men's dorm style living.**
 - Are there any special high security needs we should be aware of? **A>No**
- 8) Will the project go through the Mid-American Commercial New Construction Program? **A>If applicable, the state would look for direction from design on how to meet the standards and achieve energy efficiency goals.**
- 9) Are there DAS or DOC material and finish standards that must be met in both the new office construction and the renovation of the existing facility? **A>Some standards shall apply, but the owner will be open to the designer's information.**
- 10) Will furniture selection and documentation/bid for furniture be part of the project scope? **A> Yes**
- 11) Section 1.3.14: "Designer shall include any and all survey work required for completion of project." What level of survey is to be included in the scope?
- Survey for Design/Set control? **A> Included**
 - Property/Easement research? **A> Included**
 - Construction staking? **A> By Contractor**
- 12) Section 1.3.2: "Is the design team responsible for geotechnical services or would DAS contract separately, coordinating needs with the design team"? **A>Geotechnical costs shall not be part of the design proposal. Information about geotechnical requirements, i.e.: boring locations, depth, quantity, etc., shall be provided by the design team and coordinated with the CM**
- 13) Section 1.3.19/1.3.21:
- a. Is City of Council Bluffs Site Plan Review Required for this project? **A> AHJ is the state of Iowa State Fire Marshalls Office/DIAL and will require plan review. City of Council Bluffs Plan Review is not required but coordination with the city should be anticipated.**
 - b. Is a Storm Water Management Plan Required for the site? **A> The design team shall provide information during design to determine if Storm Management is required for the site and project.**
- 14) Per a.3.9: "Design shall include schematic design and design development with cost opinions for the conversion of the existing Office Building at 801 S 10th St. to a residential living space for the correctional facility." Will written specifications also be required to accompany the SD and DD plans and cost opinions outlined? **A> Specifications are not required.**
- 15) Per 1.3.13: "Provide minor drawing work to assist the Construction Manager in the development of hazardous materials bid package. This shall include providing PDF backgrounds for identification, by others, of hazardous materials removal." Is the hazmat testing/remediation to be included in the project budget? **A> If applicable, hazmat testing/remediation cost estimates shall be included in the budget but will be provided by the CM.**

- 16) Per 1.3.14: "Designer shall include any and all survey work required for completion of the project." Do you anticipate this to be: Topographic? A> Yes Boundary? A> Yes ALTA? A> No, This item will be discussed during design for clarification. Utility designation? A> Yes
- 17) Per 4.2.4: "Company information regarding Organizational Stability, and Financial Strength (or provide Bank or Accountant reference)." Much of the company's financial information is confidential. Can you clarify documentation / data requested? A> A letter or contact from the design firms banking institute would be applicable. Confidential banking information should not be included.
- 18) What is the anticipated budget for the project? Please provide separate numbers for the new building and the renovation of the existing building if available. A> A budget of \$6.9 million has been awarded for the project inclusive of all soft costs.
- 19) Please confirm. The scope of work for the existing office building only includes schematic design and design development with cost opinions. It does not include CD, Bidding or CA phases. A> Correct
- 20) Is the renovation of the existing building a full building alteration or just an interior modification? A> The majority of the renovation is interior with the understanding that exterior elements may be impacted by interior design. The renovation of the existing building is intended to have minimal impact on the exterior of the building. The state is looking to convert the building from the current office building (Offices, conference rooms, etc) to residential living space (Bedrooms, living space, shower room, restrooms, etc).
- 21) Are three conceptual designs required for the renovation of the existing building? A> No
- 22) What type of tenant is the existing building going to house? A> The intent of the residence will be men's dorm style living.
- 23) Are the existing utilities documented and available for reference or will a site survey be required to determine their location, depth and size? A> Provide site surveys for existing utilities. Any excavation for confirmation of utilities should not be included.

Additional Clarifications:

- 1) Geotechnical costs shall not be part of the design proposal. Information about geotechnical requirements, i.e.: boring locations, depth, quantity, etc., should be provided by the design team and coordinated with the CM.
- 2) All SD and DD information shall be provided as separate documents and drawings for the existing office building renovation at 801 S 10th St.
- 3) All fees for the SD and DD phase of the existing office building renovation shall be provided as separate hours and design fees on the design proposal.
- 4) The States commissioning agent will provide commissioning for mechanical. Building envelope commissioning is not anticipated currently.
- 5) The State of Iowa has adopted the 2024 International Building Code (IBC), 2024 International Fire Code (IFC), 2024 International Residential Code (IRC), and 2024 Uniform Plumbing Code (UPC)
- 6) Existing office building at 801 S 10th St. is a single story building approximately 56' x 118' (6,608 sf) which was built around 1983.
- 7) The State is aware the property is under an existing conditional use permit and does not anticipate any amendment process being necessary.

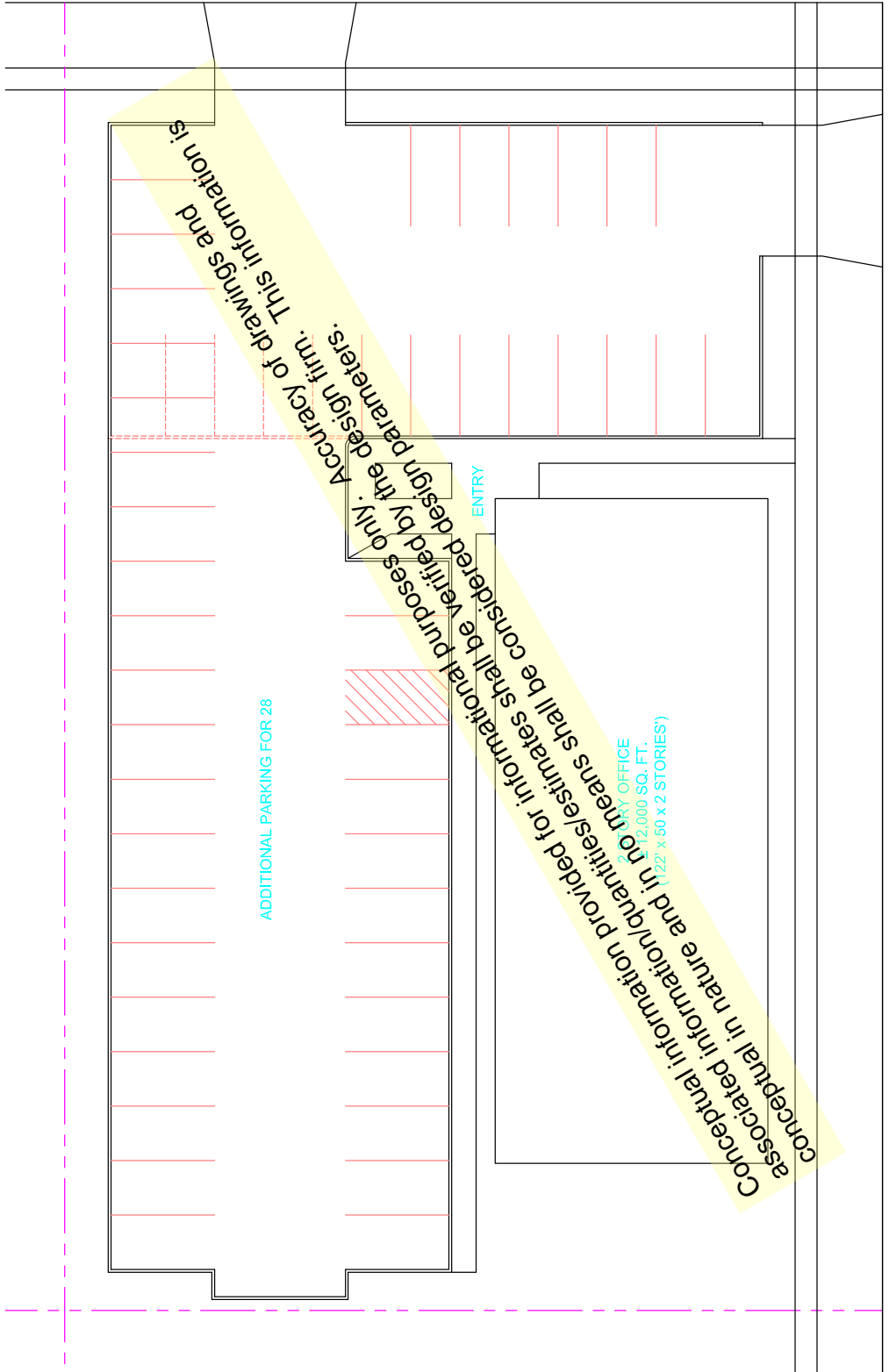
Attachments:

- 1) Preliminary Concept Documents (4 Pages)

Please acknowledge this Addendum #1 in your proposals. Thank You

End of Addendum

S. 10th STREET



Conceptual information provided for informational purposes only. Accuracy of drawings and associated information/quantities/estimates shall be verified by the design firm. This information is conceptual in nature and in no means shall be considered design parameters.

ADDITIONAL PARKING FOR 28

ENTRY

OFFICE
12,000 SQ. FT.
(22' x 50' x 2 STORIES)

