

## **Addendum 1 for RFP #937900-01**

Project Name: Capitol Complex Central Energy Plant Boiler Replacements

DAS RFP #: 937900-01

DAS Project #: 9379.00

Date: 1/18/2024

Addendum 1:

- Cover Page – Clarifications, Questions, & Answers (2 Pages)
- CEP Gas and Water Usage (11 Pages)
- Meeting Minutes & Sign-In (6 Pages)

### **1 CLARIFICATIONS**

- 1.1 Only design phase services are requested at this time, with additional bidding/quote and construction administration services to be negotiated in the future. Depending on phasing and funding availability, DAS may elect to use a master agreement vendor for installation, rather than go through a formal bid process. This will be determined during the design phase when more is known about priorities, anticipated construction costs and funding availability.

### **2 QUESTIONS & ANSWERS**

- 2.1 Is there a budget for this project or funding amount set for this project?
- 2.1.1** Budget amounts have not been determined yet. This will be figured out during the design phase.
- 2.2 The RFP description lists that historical gas and water usage data can be provided. Can this be provided via addendum?
- 2.2.1** Yes, see the following pages attached.
- 2.3 We assume water usage data is make-up water. Is there also condensate meter data available?
- 2.3.1** Water usage data includes all water used at the Central Energy Plant, not just make-up water. There is not available condensate water meter data.
- 2.4 It appears that Iowa may be approaching a design weather pattern from 1/11 to 1/16. Is it possible to get hourly (preferred) or daily readings of both gas and water usage, along with condensate meter readings (if available); starting Friday morning 1/11/2024 through the same time Tuesday morning 1/16/2024?
- 2.4.1** There is no available condensate water meter data. Any additional data will be provided in a future addendum.

2.5 Why are the boilers being replaced?

**2.5.1** Replacement of the boilers is being considered on a planned maintenance basis, depending on available funding, as the boilers and components are reaching the end of their expected life.

2.6 Can natural gas and water usage be provided prior to the proposal closing date?

**2.6.1** Yes, see the following pages attached.

2.7 Will the cost and scope for Siemens need to be developed during the design phase?

**2.7.1** The sequence of operations and other control design work needs to be done by the designer during this phase. Actual installation may be contracted via master agreement, but that decision will not be finalized until later in design.

2.8 Would designers work with the Master Agreement vendor during design?

**2.8.1** No, the design should be entirely done by the design professionals without input from the installer.

2.9 Does DAS anticipate any construction work to occur in Summer 2024?

**2.9.1** It is unlikely any boiler replacement construction work will occur in Summer 2024 due to the anticipated equipment lead times. Design phasing will determine when any other work will be done.

**Water Usage (All Usage in CF)**  
**Des Moines Water Works**

**Central  
Energy  
41550**

FY14	June	2014	119,000
FY15	July	2014	122,000
FY15	Aug	2014	127,000
FY15	Sept	2014	103,000
FY15	Oct	2014	73,000
FY15	Nov	2014	49,000
FY15	Dec	2014	35,000
FY15	Jan	2015	32,000
FY15	Feb	2015	29,000
FY15	Mar	2015	47,000
FY15	Apr	2015	72,000
FY15	May	2015	63,000
FY15	June	2015	113,000
FY16	July	2015	144,000
FY16	Aug	2015	133,000
FY16	Sept	2015	124,000
FY16	Oct	2015	70,000
FY16	Nov	2015	64,000
FY16	Dec	2015	31,000
FY16	Jan	2016	28,000
FY16	Feb	2016	29,000
FY16	Mar	2016	45,000
FY16	Apr	2016	68,000
FY16	May	2016	62,000
FY16	June	2016	174,000
FY17	July	2016	139,000
FY17	Aug	2016	148,000
FY17	Sept	2016	120,000
FY17	Oct	2016	51,000
FY17	Nov	2016	58,000
FY17	Dec	2016	26,000
FY17	Jan	2017	23,000
FY17	Feb	2017	27,000
FY17	Mar	2017	25,000
FY17	Apr	2017	45,000
FY17	May	2017	65,000
FY17	June	2017	134,000
FY18	July	2017	158,000
FY18	Aug	2017	121,000
FY18	Sept	2017	111,000
FY18	Oct	2017	55,000

FY18	Nov	2017	98,000
FY18	Dec	2017	58,000
FY18	Jan	2018	25,000
FY18	Feb	2018	37,000
FY18	Mar	2018	30,000
FY18	Apr	2018	69,000
FY18	May	2018	89,000
FY18	June	2018	181,000
FY19	July	2018	158,000
FY19	Aug	2018	145,000
FY19	Sept	2018	111,000
FY19	Oct	2018	73,000
FY19	Nov	2018	79,000
FY19	Dec	2018	39,000
FY19	Jan	2019	24,000
FY19	Feb	2019	23,000
FY19	Mar	2019	27,000
FY19	Apr	2019	65,000
FY19	May	2019	71,000
FY19	June	2019	90,000
FY20	July	2019	131,000
FY20	Aug	2019	125,000
FY20	Sept	2019	109,000
FY20	Oct	2019	335,000
FY20	Nov	2019	63,000
FY20	Dec	2019	46,000
FY20	Jan	2020	35,000
FY20	Feb	2020	32,000
FY20	Mar	2020	38,000
FY20	Apr	2020	65,000
FY20	May	2020	60,000
FY20	June	2020	140,000
FY21	July	2020	183,000
FY21	Aug	2020	104,000
FY21	Sept	2020	70,000
FY21	Oct	2020	61,000
FY21	Nov	2020	69,900
FY21	Dec	2020	76,950
FY21	Jan	2021	37,450
FY21	Feb	2021	29,750
FY21	Mar	2021	71,550
FY21	Apr	2021	61,400
FY21	May	2021	69,550
FY21	June	2021	148,600
FY22	July	2021	107,773
FY22	Aug	2021	114,621
FY22	Sept	2021	149,756

FY22	Oct	2021	72,016
FY22	Nov	2021	41,884
FY22	Dec	2021	59,400
FY22	Jan	2022	100,911
FY22	Feb	2022	70,896
FY22	Mar	2022	96,693
FY22	Apr	2022	97,012
FY22	May	2022	102,455
FY22	June	2022	148,342
FY23	July	2022	157,230
FY23	Aug	2022	126,669
FY23	Sept	2022	83,952
FY23	Oct	2022	71,816
FY23	Nov	2022	57,915
FY23	Dec	2022	64,937
FY23	Jan	2023	77,651
FY23	Feb	2023	101,085
FY23	Mar	2023	91,615
FY23	Apr	2023	93,325
FY23	May	2023	113,991
FY23	June	2023	130,076
FY24	July	2023	155,376
FY24	Aug	2023	197,342
FY24	Sept	2023	45,052
FY24	Oct	2023	66,183
FY24	Nov	2023	
FY24	Dec	2023	-
FY24	Jan	2024	-
FY24	Feb	2024	-
FY24	Mar	2024	-
FY24	Apr	2024	-
FY24	May	2024	-
FY24	June	2024	-

## CEP daily water usage

Month	Year	Days	Usage (CF)	Avg Daily Usage (CF)
Feb	2019	28	23000	821.4285714
Mar	2019	31	27000	870.9677419
Apr	2019	30	65000	2166.666667
May	2019	31	71000	2290.322581
June	2019	30	90000	3000
July	2019	31	131000	4225.806452
Aug	2019	31	125000	4032.258065
Sept	2019	30	109000	3633.333333
Oct	2019	31	335000	10806.45161
Nov	2019	30	63000	2100
Dec	2019	31	46000	1483.870968
Jan	2020	31	35000	1129.032258
Feb	2020	28	32000	1142.857143
Mar	2020	31	38000	1225.806452
Apr	2020	30	65000	2166.666667
May	2020	31	60000	1935.483871
June	2020	30	140000	4666.666667
July	2020	31	183000	5903.225806
Aug	2020	31	104000	3354.83871
Sept	2020	30	70000	2333.333333
Oct	2020	31	61000	1967.741935
Nov	2020	30	69900	2330
Dec	2020	31	76950	2482.258065
Jan	2021	31	37450	1208.064516
Feb	2021	28	29750	1062.5
Mar	2021	31	71550	2308.064516
Apr	2021	30	61400	2046.666667
May	2021	31	69550	2243.548387
June	2021	30	148600	4953.333333
July	2021	31	107773	3476.548387
Aug	2021	31	114621	3697.451613
Sept	2021	30	149756	4991.866667
Oct	2021	31	72016	2323.096774
Nov	2021	30	41884	1396.133333
Dec	2021	31	59400	1916.129032
Jan	2022	31	100911	3255.193548
Feb	2022	28	70896	2532
Mar	2022	31	96693	3119.129032
Apr	2022	30	97012	3233.733333
May	2022	31	102455	3305
June	2022	30	148342	4944.733333
July	2022	31	157230	5071.935484
Aug	2022	31	126669	4086.096774
Sept	2022	30	83952	2798.4
Oct	2022	31	71816	2316.645161

Nov	2022	30	57915	1930.5
Dec	2022	31	64937	2094.741935
Jan	2023	31	77651	2504.870968
Feb	2023	28	101085	3610.178571
Mar	2023	31	91615	2955.322581
Apr	2023	30	93325	3110.833333
May	2023	31	113991	3677.129032
June	2023	30	130076	4335.866667
July	2023	31	155376	5012.129032
Aug	2023	31	197342	6365.870968
Sept	2023	30	45052	1501.733333
Oct	2023	31	66183	2134.935484

**Account Name:** Central Energy Plant (State of Iowa-Cntrl Energ)  
**Account Number:** 36870-23010 (Mid Am) and RG-13996 (Constellation)  
**Meter Number:** TY0800487  
**Service Type:** Gas  
**Service Address:** 110 E 13th Street, Des Moines, IA

End of Billing	Days	Therms
07-01-2014	30	0
08-01-2014	31	0
09-01-2014	31	0
10-01-2014	30	637
11-01-2014	31	27,948
12-01-2014	30	82,397
01-01-2015	31	87,491
02-01-2015	31	96,315
03-01-2015	28	104,893
04-01-2015	31	72,048
05-01-2015	30	30,712
06-01-2015	31	0
07-01-2015	30	0
08-01-2015	31	0
09-01-2015	31	0
10-01-2015	30	0
11-01-2015	31	27,636
12-01-2015	30	64,421
01-01-2016	31	80,325
02-01-2016	31	117,057
03-01-2016	29	89,558
04-01-2016	31	56,637
05-01-2016	30	24,176
06-01-2016	31	0
07-01-2016	30	0



08-01-2016	31	0
09-01-2016	31	0
10-01-2016	30	260
11-01-2016	31	1,272
12-01-2016	30	66,787
01-01-2017	31	115,100
02-01-2017	31	102,008
03-01-2017	28	65,407
04-01-2017	31	72,782
05-01-2017	30	28,985
06-01-2017	31	4,032
07-01-2017	30	0
08-01-2017	31	0
09-01-2017	31	0
10-01-2017	30	0
11-01-2017	31	24,006
12-01-2017	30	90,302
01-01-2018	31	104,943
02-01-2018	31	113,014
03-01-2018	28	98,752
04-01-2018	31	85,487
05-01-2018	30	74,824
06-01-2018	31	0
07-01-2018	30	0
08-01-2018	31	0
09-01-2018	31	0
10-01-2018	30	99
11-01-2018	31	52,358
12-01-2018	30	97,301
01-01-2019	31	95,201
02-01-2019	31	116,569
03-01-2019	28	114,700
04-01-2019	31	91,884
05-01-2019	30	51,463

06-01-2019	31	23,310
07-01-2019	30	0
08-01-2019	31	0
09-01-2019	31	0
10-01-2019	30	0
11-01-2019	31	52,147
12-01-2019	30	94,263
01-01-2020	31	108,278
02-01-2020	31	120,585
03-01-2020	29	99,803
04-01-2020	31	74,446
05-01-2020	30	54,070
06-01-2020	31	12,018
07-01-2020	30	0
08-01-2020	31	0
09-01-2020	31	0
10-01-2020	30	420
11-01-2020	31	55,520
12-01-2020	30	77,198
01-01-2021	31	108,156
02-01-2021	31	107,607
03-01-2021	28	80,110
04-01-2021	31	86,262
05-01-2021	30	42,852
06-01-2021	31	7
07-01-2021	30	0
08-01-2021	31	0
09-01-2021	31	0
10-01-2021	30	0
11-01-2021	31	16,654
12-01-2021	30	77,507
01-01-2022	31	102,521
02-01-2022	31	127,126
03-01-2022	28	100,289

04-01-2022	31	87,606
05-01-2022	30	76,953
06-01-2022	31	17,479
07-01-2022	30	0
08-01-2022	31	0
09-01-2022	31	0
10-01-2022	30	293
11-01-2022	31	41,678
12-01-2022	30	78,920
01-01-2023	31	116,495
02-01-2023	31	122,065
03-01-2023	28	105,695
04-01-2023	31	101,170
05-01-2023	30	59,644
06-01-2023	31	6,377
07-01-2023	30	0
08-01-2023	31	0
09-01-2023	31	0
10-01-2023	30	0
11-01-2023	31	24,145
12-01-2023	30	87,892



## CEP daily gas usage

End of BillingPeriod	Days	Therms	Avg Daily Usage Therms
1/1/2024	31	100,647	3246.677419
12/1/2023	30	87,892	2929.733333
11/1/2023	31	24,145	778.8709677
10/1/2023	30	0	0
9/1/2023	31	0	0
8/1/2023	31	0	0
7/1/2023	30	0	0
6/1/2023	31	6,377	205.7096774
5/1/2023	30	59,644	1988.133333
4/1/2023	31	101,170	3263.548387
3/1/2023	28	105,695	3774.821429
2/1/2023	31	122,065	3937.580645
1/1/2023	31	116,495	3757.903226
12/1/2022	30	78,920	2630.666667
11/1/2022	31	41,678	1344.451613
10/1/2022	30	293	9.766666667
9/1/2022	31	0	0
8/1/2022	31	0	0
7/1/2022	30	0	0
6/1/2022	31	17,479	563.8387097
5/1/2022	30	76,953	2565.1
4/1/2022	31	87,606	2826
3/1/2022	28	100,289	3581.75
2/1/2022	31	127,126	4100.83871
1/1/2022	31	102,521	3307.129032
12/1/2021	30	77,507	2583.566667
11/1/2021	31	16,654	537.2258065
10/1/2021	30	0	0
9/1/2021	31	0	0
8/1/2021	31	0	0
7/1/2021	30	0	0
6/1/2021	31	7	0.225806452
5/1/2021	30	42,852	1428.4
4/1/2021	31	86,262	2782.645161
3/1/2021	28	80,110	2861.071429
2/1/2021	31	107,607	3471.193548
1/1/2021	31	108,156	3488.903226
12/1/2020	30	77,198	2573.266667
11/1/2020	31	55,520	1790.967742
10/1/2020	30	420	14
9/1/2020	31	0	0

8/1/2020	31	0	0
7/1/2020	30	0	0
6/1/2020	31	12,018	387.6774194
5/1/2020	30	54,070	1802.333333
4/1/2020	31	74,446	2401.483871
3/1/2020	29	99,803	3441.482759
2/1/2020	31	120,585	3889.83871
1/1/2020	31	108,278	3492.83871
12/1/2019	30	94,263	3142.1
11/1/2019	31	52,147	1682.16129
10/1/2019	30	0	0
9/1/2019	31	0	0
8/1/2019	31	0	0
7/1/2019	30	0	0
6/1/2019	31	23,310	751.9354839
5/1/2019	30	51,463	1715.433333
4/1/2019	31	91,884	2964
3/1/2019	28	114,700	4096.428571
2/1/2019	31	116,569	3760.290323

## RFP Pre-Proposal Minutes: Meeting #1

**Meeting Date** Jan 11, 2024 **Meeting Time** 10:00 AM - 11:00 AM Central Time (US & Canada)

**Meeting Location**

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

**Notes**

**Attachments** [9379.00 CC CEP Boiler Replacement - Design Schedule.pdf](#), [RFP937900-01 Exhibit A.pdf](#), [RFP937900-01 CEP Boiler Replacements.docx](#)

### Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Brad Meister	Capitol Complex Maintenance		brad.meister@iowa.gov	Present
Travis Hoyle	DCI Group	P: (515) 244-5043	travish@dcigroup-us.com	Present
Jacob MacVey	DCI Group	P: (515) 244-5043	jacobm@dcigroup-us.com	
Michael Steen	DCI Group	P: (515) 244-5043	michaels@dcigroup-us.com	Present
Jennifer Kleene	State of Iowa - Department of Administrative Services	P: (515) 725-0454	jennifer.kleene@iowa.gov	Present

### Introduction

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Introductions				Open
		<b>Description</b> Attendance  Adam Puls ISG Tony Effenberger ISG Tyson Scheidecker Shive Hattery Jake Cunliffe KCL Roger Leshner - Modus				

### Project Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Scope Review				Open
		<b>Description</b> The State of Iowa Department of Administrative Services (DAS) is seeking professional design services for the phased replacement of three boilers and a deaerator in the Capitol Complex Central Energy Plant in Des Moines, IA				

- - The contract for this work will be a modified ConsensusDoc 803. See link on cover page for a sample contract.
  - All design disciplines necessary to complete the scope of work.
  - Attend design kick-off meeting onsite to discuss desired outcome of the project with the Owner, Construction Manager, and Owner's maintenance staff.
  - Use of the State of Iowa's construction management software program for uploading all documents, submitting and approving pay apps, and construction administration. The cost for the use of the software is paid by the Owner.
  - Scope of work includes:
    - **Complete design for the replacement of three existing boilers, deaerator tank and ancillary equipment. See below for existing boiler information:**
      - Boiler #01 - Superior Boiler Works Inc., Manufactured in 2000
        - Webster Combustion burner was manufactured in March of 2021
        - 13,800 LBs./Hr steam capacity
      - Boiler #02 - Burnham Commercial, plans show replacement in 2005
        - Webster Combustion burner was manufactured in October 2012
        - 20,700 LBs./Hr steam capacity
      - Boiler #03 - Plans show replacement in 1996
        - Webster Combustion burner was manufactured in March of 2021
    - Design scope shall include a review of the Capitol Complex steam requirements and size new boilers accordingly. If temporary metering is required, that could be provided by DAS or negotiated as additional design services. Central Energy Plant gas and water usage historical data can be provided.
    - Replacement of the existing controls with new controls tied into the existing Siemens system.
    - **Replacement controls are not anticipated to be a one-for-one replacement. As part of the design scope, the designer shall assist the State in evaluating additional points of monitoring and include agreed upon requirements in the design.**
    - Design shall include replacement of the existing deaerator serving the boilers, including heating tank and circulation tank, as part of this project.
    - Design shall include boiler exhaust economizing. Scope will likely be included as base bid with a bid alternate to deduct scope from the project.
    - Design shall include the design of ancillary items necessary to the operation and maintenance of the boilers, including but not limited to: stacks, pumps, CO/gas detection, structural supports for units, connections to existing emergency power backup, and catwalk modifications.
    - Designer shall be aware this project is intended to be phased to accommodate funding constraints. Replacements shall be designed to accommodate each boiler and the deaerator being replaced independently. As part of the design scope, the designer shall provide a recommendation for the priority of replacements.
    - **Construction administration services are not currently part of this proposal. The State of Iowa shall hold the option to negotiate construction administration services at a later date pending phasing options and available funding.**
    - Designer shall assist in the DNR air permitting.
    - The State may elect to procure third-party commissioning services. If so, the designer shall cooperate in commissioning reviews and the evaluation and incorporation of approved suggestions provided by the commissioning agent.
  - **As part of the design proposal, identify proposed dates for the 100% Design Development Documents, 50% Construction Documents and Cost Opinion and 95% Construction Documents and Cost Opinion.**
  - Existing PDF drawings will be provided to the successful design firm. Accuracy of drawings shall be verified by the design firm. CAD drawings of the Central Energy Plant floor plan only will be provided.
  - Field examination of the existing buildings.
  - Design for scope of work. Provide material recommendations based on experience, quality, and price. Recommendations for replacements and upgrades shall include non-proprietary equipment and systems.
  - 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.
  - Designer shall include any and all survey work required for completion of project.

- Coordinate with State agencies to confirm utilities that may be abandoned as well as shut down requirements where required.
  - Provide detailed input of design schedule to Construction Manager for overall incorporation into master schedule.
  - Designer shall assist Construction Manager in the evaluation of long lead times.
  - Quality control during Design, Preconstruction and Construction.
  - Compliance with all Federal, State, and applicable AHJ codes.
  - Completion of State building and energy code documents, as required.
  - **Design review will be conducted at 100% design development documents, 50% construction documents, and 95% construction documents. Review will be conducted with DAS Owner Representative, Construction Manager, and Facility Representative, at a minimum. Drawings, specifications and cost opinions shall be provided at least five days prior to each review meeting. An additional review meeting may be required at the end if there are discrepancies in cost opinions or constructability review questions.**
  - Review with the State Fire Marshal's office for approval of plans or exemption from review. All fees associated with the State Fire Marshal's office are the responsibility of the designer.
  - Develop and distribute agendas and meeting minutes for all meetings during the design phase.
  - Designer shall provide any information necessary to obtain utility rebates where applicable.
  - DAS may engage the services of a commissioning agent for the project. Designer shall coordinate with the commissioning agent, participate in meetings and review recommendations of the commissioning agent. The intent is to have the commissioning agent involved from the beginning of design through the end of the project. (A separate RFP will award commissioning services. Design firms have the option of proposing on both the design and commissioning services but can only be awarded one).
  - Construction cost opinions provided by the Design Professional team during Design (at 50% construction documents and 95% construction documents) with a Final Estimate for construction included with bid documents, per Iowa Code.
  - Construction drawings, specifications (the Construction Manager will produce Divisions 00 and 01), and addenda.
  - Provide bid alternates as determined during the course of design and bid package development.
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- **Future work to be negotiated may include:**
    - Assist Owner and Construction Manager in obtaining bids from qualified contractors.
    - Construction administration, including creation of the submittal and closeout items log, review of and responses to submittals and closeout documentation, RFIs, proposal requests, change orders, pay applications, periodic site visits, attendance at project meetings as required, participation / development of contractor punch list, closeout documentation review and approval, certificates of substantial completion, and certificates of final completion, as well as development of Architectural Supplemental Instructions for design revisions, and punch lists within the construction management software program.
    - Following the review of the controls submittal, the Designer shall participate in a controls review meeting with the controls contractor, State of Iowa, boiler manufacturer, and construction manager to review comments from the submittal review.
    - Participation with project team during construction progress meetings as required.
    - Field Observation reports, with photos, submitted for each site inspection within five (5) days of the site visit.
    - Acknowledgement that all documents are copyright to the State of Iowa and shall be turned over to the State of Iowa in their native computer format. Any ASIs/RFIs/PRs and addendums will be expected to be incorporated before final posting. Both the native computer format and PDF versions shall be uploaded to the construction management software program at the end of the project.
  - The Department requests lump sum pricing from the respondents to this RFP, with the lump sum base scope price being inclusive of all reimbursables, such as printing, mileage and travel expenses. The Department requests the fee proposal from the respondents to this RFP be broken down as follows. These breakdown prices will be used as the schedule of values for billing purposes.
    - Design Development Documents
    - 50% Construction Documents
    - 100% Construction Documents



Include at a minimum, three (3) site visits. Design kick off/Building evaluation, Design Development, and 50% Construction Documents. Design Review at 95% construction document development will be conducted via conference call. Beyond these site visits, each proposing firm shall provide additional visits as they see fit to complete the work of design. In addition to the lump sum pricing, the Department requests a unit price per construction inspection visit. This unit price will be additive or deductive based on the number of actual visits made.

#### Official Documented Meeting Minutes

- Salvage burners installed in 2021 for future state use
- Can't turn off steam during winter months to install metering
- Only design phase services are requested at this time, with additional bidding/quote and construction administration services to be negotiated in the future. Depending on phasing and funding availability, DAS may elect to use a master agreement vendor for installation, rather than go through a formal bid process. This will be determined during the design phase when more is known about priorities, anticipated construction costs and funding availability.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	1	Schedule Review				Open
<b>Description</b> <ul style="list-style-type: none"> <li>• Questions Due to <a href="mailto:construction.procurement@iowa.gov">construction.procurement@iowa.gov</a>: Jan 16th</li> <li>• Addendum Issued: Jan 18th</li> <li>• Proposals Due: Jan 25th at 2:00 to <a href="mailto:construction.procurement@iowa.gov">construction.procurement@iowa.gov</a></li> <li>• Selection of Designer/Issue NOI: Feb 1st</li> <li>• Execution of 803 Contract: Feb 1st-14th</li> </ul> <ul style="list-style-type: none"> <li>• Tentative Design Kickoff Meeting: Feb 15th</li> <li>• 100% DD: TBD by Designer in Proposal</li> <li>• 50% CD and budget: TBD by Designer in Proposal</li> <li>• 95% CD and budget: TBD by Designer in Proposal</li> <li>• 100% CD and budget: May 22nd 2024</li> <li>• Contractor Bidding: TBD</li> <li>• Execution of Contractor's Contract(s): TBD</li> <li>• Submittals, Procurement and Construction: TBD</li> <li>• Closeout: TBD</li> </ul>						
<b>Official Documented Meeting Minutes</b> Very specific requirements for COI, please review these requirements in the RFP						

## RFP Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	RFP Requirements Review				Open
<b>Description</b> <ul style="list-style-type: none"> <li>• All questions to be directed to <a href="mailto:construction.procurement@iowa.gov">construction.procurement@iowa.gov</a></li> <li>• DAS uses Procore online project management system for all projects, at no cost to the designer.</li> <li>• DAS uses a modified ConsensusDocs 803 Form of Agreement</li> <li>• DAS requires a project-specific Certificate of Insurance and specifies a Professional Liability policy of \$2,000,000 with a deductible of \$25,000               <ul style="list-style-type: none"> <li>◦ Must note in proposal if deductible is different and provide a letter of financial stability from bank</li> <li>◦ Must provide COI prior to contract execution</li> </ul> </li> </ul>						

- 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

## Conclusion

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Designer Questions				Open
<b>Description</b> Any questions?						
<b>Official Documented Meeting Minutes</b>  Q1. Why are the boilers being replaced? A1. Replacement of the boilers is being considered on a planned maintenance basis, depending on available funding, as the boilers and components are reaching the end of their expected life. Q2. Can natural gas and water usage be provided prior to the proposal closing date? A2. Yes, this will be provided via an addendum Q3. Will the cost and scope for Siemens need to be developed during the design phase? A3. The sequence of operations and other control design work needs to be done by the designer during this phase. Actual installation may be contracted via master agreement, but that decision will not be finalized until later in design. Q4. Would designers work with the Master Agreement vendor during design? A4. No, the design should be entirely done by the design professionals without input from the installer. Q5. Does DAS anticipate any construction work to occur Summer 2024? A5. It is unlikely any boiler replacement construction work will occur in Summer 2024 due to the anticipated equipment lead times. Design phasing will determine when any other work will be done.						

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: 9379.00 CEP Boiler Replacement**

**Date: 1/11/24**

## Attendees

In Attendance (Initial)	Name	Company
	Traus Hoyle	DCI Group
	Michael Sreen	DCI Group
	Tyson Scheidecker	Shive-Haflary

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**END OF ADDENDUM 1**