



Addendum #01 for RFB 0919335062

Project Name: Statewide Elevator Code Upgrades

RFP #: 0919335062

Date 1/14/2019

The Addendum contains written information that modify, supplement, or replace information contained in the Project Specifications and Drawings issued December 17, 2018

Acknowledge receipt of this Addendum on the proposal response. Failure to do so may subject contractor to disqualification.

Addendum #1:

- Cover Page Clarifications and Revisions (3 page)
- Attachment #01 Pre-Bid Meeting Minutes with sign-in sheet (4 pages)
- Attachment #02 Revised 00 4166 Bid Forms (14 pages)
- Arrachment #03- Revised preliminary schedule (1 page)

Addendum #1:

- 1) Schedule changes- all references to the below dates in the documents should be changed as noted below
 - a) Questions Due-January 28th, 2019 at 2:00 PM
 - b) Substitutions due- January 28th, 2019 at 2:00 PM
 - c) Proposals Due- February 7th, 2019 at 2:00 PM
 - d) Anticipated Notice of Intent to Award- January 14th at 2:00PM
 - e) Anticipated Date of Commencement- March 7th, 2019
 - f) Substantial Completion- November 27th, 2019
- 2) Clarifications

- a) Section 00 3113
 - i) Remove schedule and replace with attached schedule.
- b) Section 01 1200
 - i) All bid packages will be broken into regions, with the scope of work in each bid package applying to that bid package in each region. The regions are as follows:
 - (1) Southwest
 - (a) Clarinda Mental Health
 - (b) Glenwood Resource Center
 - (c) Cherokee Mental Health
 - (2) Central
 - (a) Woodward Resource Center
 - (b) Iowa Veterans Home
 - (c) Terrace Hill
 - (d) Grimes
 - (e) Hoover
 - (f) Iowa Workforce Development
 - (g) Lucas
 - (h) Jessie Parker
 - (i) Wallace
 - (j) Iowa Alcoholic Beverage Division
 - (k) Iowa Law Enforcement Academy
 - (3) East
 - (a) Centennial Building
 - (b) Independence Mental Health
 - (c) Iowa Prison Industries
 - (4) Southeast
 - (a) Ft. Madison- Iowa State Penitentiary
 - (b) Mt. Pleasant Correctional Facility
 - ii) If it will result in a cost savings to the Owner, the contractor may also submit a bid combining multiple bid packages into one lump sum. This option will be provided on the revised bid forms.
 - iii) Section 01 1200 1.09.A.2.d- Delete and replace with "This bid package should include an allowance for elevator permitting fees. Allowance for the Southwest region is \$5,000. Allowance for the Central region is \$5,000. Allowance for the East region is \$2,500. Allowance for the Southeast region is \$2,500. Contractor will provide documentation of actual permitting costs.
 - iv) Section 01 1200 1.09.A.4- Add item d.
 - d. Elevator contractor will be responsible for coordinating elevator inspections and being present at inspections. It shall be anticipated that an inspection will be required on all elevators where the scope of work will require a permit. At this time, work required by ASME A17.3(2011) is anticipated to qualify as normal maintenance and does not require an alteration permit except for work performed to comply with ASME A17.3(2011) 2.3.3,

3.4.4.1(a), 3.4.4.2, 3.5.3, 3.5.5(a) and (b), 3.5.7., 3.6.1, 3.6.2, 3.8.1(a), 3.10.1, 3.10.4(b) through (g), 3.10.4(i) through (k), 3.10.4(m), 3.10.4(r), 3.10.4(w), 3.10.7, 3.10.9, 3.10.10, 4.4.2, 4.4.3, and 4.7.3.

- v) REPLACE Section 00 4116 Bid Forms with Revised Bid Forms
- vi) Add in Alternate #01 for all bid packages:

Alternate #01 – Hoover Elevator Passenger Elevators: Trade Contractor shall include all of the following, but not limited to, as part of the contract:

- 1. All work as it pertains to the applicable bid package in Hoover Passenger Elevators 1490, 1491, 1492 and 1493.
- 2. 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.
- 3. Execute accepted alternates under the same conditions as other work of the Contract.

End of Addendum #1





Pre-Bid Meeting: January 2nd, 2019 – 10:00 AM CDT

Owner/DAS/CM Team Introductions:

Construction Manager – DCI Group
Designer – OPN
Iowa Department of Administrative Services (DAS)
DAS Purchasing Agent – Steve Oberbroeckling

General Project Description/Overview:

Statewide Code upgrades to elevators Target date for substantial completion is 11/6/2019

Bid Packages:

- 1) BP #1 Elevator Equipment
- 2) BP #2- General Carpentry
- 3) BP #3- Mechanical
- 4) BP #4- Electrical

Alternates:

1) Alternate #1- All associated work at the Hoover Building

Unit Costs:

1) BP #1 should include an hourly unit price for assisting other trades in accessing the elevator shaft

Allowances

- 1) BP #1 should include an allowance of \$500/elevator for permitting.
- 2) BP #1 should include an allowance of \$15,000 for assisting other trades in accessing the elevator shaft.

Tour – Site tours were made available on Jan 7-10th

Bid Package Process:

Overview of Instructions to Bidders – DCI Group

PROPOSALS DUE: January 22, 2019 by 2:00 PM

MAKE SURE IT IS SUBMITTED TO DAS AS THE REQUEST FOR PROPOSALS READS

- 1. Proposal Process
 - a. All questions after this meeting and prior to 2:00 PM January 11th, 2019 to be submitted to Steve Oberbroeckling at steve.oberbroeckling@iowa.gov. Do not contact DAS, OPN or DCI Group directly for questions.
- 2. Schedule
 - a. Meeting Minutes will be issued in an addendum (possibly a final addendum) no later than January 15th, 2018 by 2:00 PM CST or no later than 48 hours prior to proposals being due



- b. Proposals due January 22nd, 2019 by 2:00 PM CST
- c. Tentatively an NOI will be issued than January 23rd, 2018
- d. Anticipated construction work to take place February 14th, 2019- November 6th, 2019.
 - i. A scheduling meeting (Pull Plan Schedule) will be held shortly after execution of contracts to further develop the construction schedule. All prime contractors, subcontractors, and key suppliers shall attend.
 - ii. One week prior to this meeting, contractors shall provide a preliminary schedule of their activities and activities of their subcontractors with durations and sequencing.
 - iii. Any concerns with the schedule should be addressed during bid period.

Scope of Work:

- 3. Administrative
 - a. This RFB will result in one successful proposal per bid package.
 - b. EADOC State of Iowa project management software
 - c. Pre-construction meetings and submittals.
 - Prime contractors shall submit a submittal schedule within five business days of receipt of Owner/Prime Contractor Agreement. See section 01 1200.16 for requirements. A template with A/E identified submittals will be provided to contractors.

4. Construction

- a. All areas shall be cleaned and put back to existing conditions prior to substantial completion.
- b. Staging and storage of materials will need to be coordinated with DCI Group/DAS. Each facility will be different.
- c. Contractor shall maintain accurate as-built construction records throughout the project.
- d. Daily logs/Weekly Report/Safety Meetings and meeting requirements.
- e. Onsite supervision by Prime Contractor at all times work by that contractor or their subcontractors/suppliers is taking place.

5. Close Out

- a. Provide complete, clean, and legible copies of the as-built construction records to DCI Group upon completion of work. Electronic and hard copies of all O&M's and as-built drawings to be submitted. Refer to spec. section 01 7700 Closeout Procedures for more details.
- b. All contractors will be required to take as-built photos prior to leaving each site.

State of Iowa Worksite Rules:

- 1. All personnel who will work on-site will be required to perform background checks.
- 2. Michael Steen and Kelsey Johnson Eveland with DCI Group will be your main point of contact.
- 3. It is of the utmost importance to show respect and courtesy to all staff at all times.
- 4. 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.
- 5. No smoking or smokeless tobacco use onsite

Open Discussion:

1. Inspection and permitting requirements to be clarified in addendum.



Project Name: 8985.00 SOI Elevator Code Upgrades

Meeting Purpose: Pre-Bid Meeting

Date: Jan 2nd, 2018 at 10:00 AM

Attendees

SECTION 00 4116

SOI PROJECT #: 8985.00

OPN PROJECT #: 18818000

BID FORM

RFB #0919335062

BID FORM for CONSTRUCTION CONTRACT for Statewide Elevator Code Upgrades Project 8985.00

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

The following documents are to be completed and submitted with your bid.

- 1. Bid Proposal Form (Required)
- 2. Non Discrimination Clause Form
- 3. Contractor Targeted Small Business Enterprise Pre-Bid Contract Information Form
- 4. Bid Security 5% of total Bid amount (Is to be submit in separate envelope) (Required)

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 December 17, 2018 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:

(\$_____) per HOUR.

BP 01- Southwest Region
Description: ELEVATOR EQUIPMENT
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars
(\$).
ALTERNATE 01 FOR BP 01
Description: LABOR, MATERIAL AND EQUIPMENT TO INCLUDE WORK AT HOOVER PASSENGER ELEVATORS AS IT PERTAINS TO BP 01
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
(\$).
UNIT PRICES:
UNIT 01 FOR BP01
Description: PROVIDE AN HOURLY RATE TO ASSIST OTHER BID PACKAGES IN ACCESSING THE ELEVATOR SHAFT.
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars

BP 01- Central Region

Description: ELEVATOR EQUIPMENT
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars
(\$).
ALTERNATE 01 FOR BP 01
Description: LABOR, MATERIAL AND EQUIPMENT TO INCLUDE WORK AT HOOVER PASSENGER ELEVATORS AS IT PERTAINS TO BP 01
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars
(\$).
UNIT PRICES:
UNIT 01 FOR BP01
Description: PROVIDE AN HOURLY RATE TO ASSIST OTHER BID PACKAGES IN ACCESSING THE ELEVATOR SHAFT.
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars
(\$) per HOUR.
BP 01- East Region
Description: ELEVATOR EQUIPMENT
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars

ALTERNATE 01 FOR BP 01

Description: LABOR, MATERIAL AND EQUIPMENT TO INCLUDE WORK AT HOOVER PASSENGER **ELEVATORS AS IT PERTAINS TO BP 01** Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of: Dollars **UNIT PRICES:** UNIT 01 FOR BP01 Description: PROVIDE AN HOURLY RATE TO ASSIST OTHER BID PACKAGES IN ACCESSING THE **ELEVATOR SHAFT.** Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of: **Dollars** (\$_____) per HOUR. **BP 01- Southeast Region** Description: ELEVATOR EQUIPMENT Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum **Dollars**

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ALTERNATE 01 FOR BP 01

Description: LABOR, MATERIAL AND EQUIPMENT TO INCLUDE WORK AT HOOVER PASSENGER ELEVATORS AS IT PERTAINS TO BP 01

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

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BP 02- Central Region

(\$_____).

STATE OF IOWA - DAS

STATEWIDE ELEVATOR CODE UPGRADES

Description: GENERAL CARPENTRY
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars
(\$).
ALTERNATE 01 FOR BP 02
Description: LABOR, MATERIAL AND EQUIPMENT TO INCLUDE WORK AT HOOVER PASSENGER ELEVATORS AS IT PERTAINS TO BP 02
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars
(\$).
BP 02- East Region Description: GENERAL CARPENTRY Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars
(\$).
ALTERNATE 01 FOR BP 02
Description: LABOR, MATERIAL AND EQUIPMENT TO INCLUDE WORK AT HOOVER PASSENGER ELEVATORS AS IT PERTAINS TO BP 02
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars
(p

BP 02- Southeast Region

Description: GENERAL CARPENTRY
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars
(\$).
ALTERNATE 01 FOR BP 02
Description: LABOR, MATERIAL AND EQUIPMENT TO INCLUDE WORK AT HOOVER PASSENGER ELEVATORS AS IT PERTAINS TO BP 02
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars
(\$).
BP 03- Southwest
Description: MECHANICAL
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars
(\$).
ALTERNATE 01 FOR BP 03
Description: LABOR, MATERIAL AND EQUIPMENT TO INCLUDE WORK AT HOOVER PASSENGER ELEVATORS AS IT PERTAINS TO BP 03
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
/¢

BP 03- Central

Description: MECHANICAL
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars
(\$).
ALTERNATE 01 FOR BP 03
Description: LABOR, MATERIAL AND EQUIPMENT TO INCLUDE WORK AT HOOVER PASSENGER ELEVATORS AS IT PERTAINS TO BP 03
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars
(\$).
BP 03- East
Description: MECHANICAL
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars
(\$).
ALTERNATE 01 FOR BP 03
Description: LABOR, MATERIAL AND EQUIPMENT TO INCLUDE WORK AT HOOVER PASSENGER ELEVATORS AS IT PERTAINS TO BP 03
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars

STATE OF IOWA - DAS SOI PROJECT #: 8985.00 STATEWIDE ELEVATOR CODE UPGRADES OPN PROJECT #: 18818000

BP 03- Southeast

Description: MECHANICAL
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars
(\$).
ALTERNATE 01 FOR BP 03
Description: LABOR, MATERIAL AND EQUIPMENT TO INCLUDE WORK AT HOOVER PASSENGER ELEVATORS AS IT PERTAINS TO BP 03
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars
(\$).
BP 04- Southwest
Description: ELECTRICAL
Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:
Dollars
(\$).

ALTERNATE 01 FOR BP 04

Description: LABOR, MATERIAL AND EQUIPMENT TO INCLUDE WORK AT HOOVER PASSENGER **ELEVATORS AS IT PERTAINS TO BP 04**

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

Description: ELECTRICAL

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

Dollars

of:

(\$_____)

ALTERNATE 01 FOR BP 04

Packages

Description: LABOR, MATERIAL AND EQUIPMENT TO INCLUDE WORK AT HOOVER PASSENGER ELEVATORS AS IT PERTAINS TO BP 04 Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of: Dollars **BP 04- Southeast** Description: ELECTRICAL Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of: Dollars ALTERNATE 01 FOR BP 04 Description: LABOR, MATERIAL AND EQUIPMENT TO INCLUDE WORK AT HOOVER PASSENGER ELEVATORS AS IT PERTAINS TO BP 04 Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of: Dollars **BP 05 - Combined Bid** Description: Combined scope of bid packages resulting in complete scope of work for those packages.

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BID FORM 00 4116 - 11

_____(List Packages) for the sum of:

Bidder proposes and agrees to perform all work as described in the Construction Documents for Bid

		Dollars
•	,	

SOI PROJECT #: 8985.00

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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 *lowa 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.

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

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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:
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
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: Fa	ax 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

