

Addendum 1 for RFP #935800-01

Project Name: ICN CC Lucas CRAC Replacement

DAS RRP #: 935800-01

DAS Project #: 9358.00

Date: 12/06/2023

Addendum 1:

- Cover Page – Clarifications, Questions, & Answers (2 Pages)
- Meeting Minutes (4 Pages)

1 **CLARIFICATIONS**

1.1 Floor plans will be made available in CAD format. Original and remodel construction drawings, including MEP, will be made available in PDF format only. Currently, it is not believed the CRAC units are shown on any of these drawings. It will be the responsibility of the designer to verify existing documents with existing conditions onsite.

2 **QUESTIONS & ANSWERS**

2.1 Will any structural or roof work be needed?

2.1.1 It is anticipated the new equipment should be able to be modified to fit on the existing supports, but the successful designer will need to confirm. Any structural or roof modifications needed could be negotiated as additional services.

2.2 Is the capacity of the new CRACs to be based on the existing operations, or are there future changes anticipated?

2.2.1 ICN doesn't anticipate any future changes but would like to have a buffer. Budget is the biggest factor, so any capacity increases may need to be a bid alternate. That could include designing for an additional unit to be installed in the future, with the infrastructure (piping/conduit, etc) installed with the current CRAC replacements.

2.3 Do the new CRACs need to be added to the emergency generator?

2.3.1 The existing CRACs are already on the emergency generator and the replacements would also need to be on the emergency generator.

2.4 Will architectural services be needed?

2.4.1 It is anticipated that electrical and mechanical feeds could be routed in a manner to only require potential penetrations through walls and floor. No major modifications to architectural features are anticipated.

2.5 Can the refrigerant lines be re-used?

2.5.1 This can be considered during design.

2.6 What has DCI heard about equipment lead times?

2.6.1 Most recently have heard the lead time is 22 weeks, but it could change.

END OF ADDENDUM 1



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

Project: 9358.00 ICN CC Lucas CRAC Replacement
 321 E 12th Street
 Des Moines, Iowa 50319

RFP Pre-Proposal Minutes: Meeting #1

Meeting Date	Nov 29, 2023	Meeting Time	2:00 PM - 3:00 PM Central Time (US & Canada)
Meeting Location	109 SE 13th St., Des Moines, IA 50319	Video Conferencing Link	https://teams.microsoft.com/l/meetup-join/19%3ameeting_MDExMjM0YWQYtYTNmMy00MTQ1LWI1NWYtMWU2MzE2YTA1Nzc0%40thread.v2/0?context=%7b%22id%22%3a%2253f2f9ee-ba23-4c21-ac85-5776fb004a49%22%2c%22oid%22%3a%2233633937-6386-4570-a498-305d5540a589%22%7d

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

Notes

Attachments [RFP935800-01 Exhibit A.pdf](#), [RFP935800-01 Lucas ICN CRAC Unit Replacements.pdf](#)

Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Brad Meister	Capitol Complex Maintenance		brad.meister@iowa.gov	Present
Kurt Fisher	DCI Group	P: (515) 244-5043	kurtf@dcigroup-us.com	Present
Travis Hoyle	DCI Group	P: (515) 244-5043	travish@dcigroup-us.com	Present
Michael Steen	DCI Group	P: (515) 244-5043	michaels@dcigroup-us.com	Present
Jennifer Kleene	State of Iowa - Department of Administrative Services	P: 5157250454	jennifer.kleene@iowa.gov	Present

Introduction

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Introductions				Open
Description						
Attendance - Please sign-in						
Official Documented Meeting Minutes						
Michael Steen - DCI Group						
Travis Hoyle - DCI Group						
Kurt Fisher - DCI Group						
Jennifer Kleene - State of Iowa						
Brad Meister - State of Iowa						
RD Boswell - ICN						
Patrick Kazeze - ICN						
Aaron Twedt - OPN						
Josh Nielsen - Modus						
Holly Stevens - Modus						
Brady Gramenz - Shive Hattery						
Jake Cunliffe - KCL						

Project Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Scope Review				Open
<p>Description</p> <p>Complete design and construction administration for the replacement of the existing Liebert computer room air conditioner (CRAC) units and associated roof top condensers, piping, pumps, electrical, and controls. Units serve an existing server and technology room in the Lucas building. Scope includes:</p> <ul style="list-style-type: none"> • Review of the existing cooling needs and design replacements sized appropriately. It is currently believed the cooling capacity needs to be increased. • Controls integration into building automation systems and remote monitoring. • Design for phasing or temporary/auxiliary cooling to maintain sufficient temperatures during replacements. • Designer shall coordinate with a third-party commissioning agent to be hired by the Owner. <p>Information on the existing units have been provided below. See Exhibit A for photos of existing conditions:</p> <p>Lucas Liebert unit #1 (10 ton)</p> <p>Model: FE116G-C01 Serial Number: 108821A Installed: Jan 1986</p> <p>Lucas Liebert unit #2 (10 ton)</p> <p>Model: FE116G-C01 Serial Number: 108898A Installed: Feb 1986</p> <p>Lucas Liebert unit #3 (15 ton)</p> <p>Model: FE240G-CAM Serial Number: FE240G-CAM Installed: Oct 1995</p> <p>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.</p> <p>Develop and distribute agendas and meeting minutes for all meetings during the design</p> <p>DAS will 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).</p> <p>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.</p> <p>Include at a minimum, eight (8) site visits. Design kickoff/Building evaluation, mid-design review/verification, Pre-bid meeting, Construction Field Observation (2), Substantial completion/punch list development, Punch list/Final Completion approval, and one year warranty correction period visit. Design Reviews at 50% and 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.</p>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	1	Schedule Review				Open
Description <ul style="list-style-type: none"> • Questions Due to construction.procurement@iowa.gov: 12/05/2023 by 2:00 PM CST • Addendum Issued: 12/07/2023 • Proposals Due: 12/14/2023 by 2:00 PM CST • Execution of Designer’s Contract Week of December 30, 2023 • Tentative Design Kick-Off Meeting Week of January 8, 2024 • 50% Construction Documents and Cost Opinion By February 2, 2024 • 95% Construction Documents and Cost Opinion By February 23, 2024 • 100% Construction Documents and Cost Opinion By March 15, 2024 • Contractor Bidding March-April 2024 • Execution of Contractor’s Contract(s) April 2024 • Submittals, Procurement and Construction April 2024 to March 2025 • Close out March 2025 to April 2025 						

RFP Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	RFP Requirements Review				Open
Description <ul style="list-style-type: none"> • All questions to be directed to construction.procurement@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 • 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"> ◦ 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: <ul style="list-style-type: none"> ◦ 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
Description Any questions?						
Official Documented Meeting Minutes Q. Will any structural or roof work be needed? A. It is anticipated the new equipment should be able to be modified to fit on the existing supports, but the successful designer will need to confirm. Any structural or roof modifications needed could be negotiated as additional services. Q. Is the capacity of the new CRACs to be based on the existing operations, or are there future changes anticipated?						

A. ICN doesn't anticipate any future changes but would like to have a buffer. Budget is the biggest factor, so any capacity increases may need to be a bid alternate. That could include designing for an additional unit to be installed in the future, with the infrastructure (piping/conduit, etc) installed with the current CRAC replacements.

Q. Do the new CRACs need to be added to the emergency generator?

A. The existing CRACs are already on the emergency generator and the replacements would also need to be on the emergency generator.

Q. Will architectural services be needed?

A. It is anticipated that electrical and mechanical feeds could be routed in a manner to only require potential penetrations through walls and floor. No major modifications to architectural features are anticipated.

Q. Can the refrigerant lines be re-used?

A. This can be considered during design.

Q. What has DCI heard about equipment lead times?

A. Most recently have heard the lead time is 22 weeks, but it could change.

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.