

Addendum #01 for RFB #907500-01

Project Name: Jessie Parker Control Upgrades

DAS RFB #: 907500-01

DAS Project #: 9075.00

Date: 9/15/2020

Addendum #1:

- Cover Page – Table of Contents, Clarifications, Specifications and Questions (2 pages)
- Prebid Meeting Minutes (4 pages)
- Revised Section 01 2500 Substitution Procedures (1 page)

Clarifications:

1. CHANGES TO BID SUBMITTAL AND OPENING

Due to the circumstances surrounding COVID-19, the State is amending the bid submittal and public opening procedures of the above RFB.

a. BID SUBMITTAL

- i. The Bid shall be submitted to the Issuing Officer through the Iowa VSS electronic bidding system. The link to VSS is:
https://vss.iowa.gov/webapp/VSS_ON/AltSelfService.
- ii. VSS should be accessed via Internet Explorer. Bidder will need to register regardless of whether it has already done business with the State of Iowa. Click the Register button on the left side of the VSS screen to start the registration process. If you have any issues with registration, please call the helpdesk at 515-281-6614. **Bidders should complete the registration process and ensure the ability to log in as soon as possible to ensure Bids can be submitted on the due date as the helpdesk is not available 24/7.** Bids should be split into several files if the bid exceeds the 10MB threshold. There is no limit on the number of files which can be uploaded. Please make sure the electronic documents submitted contain all of the required signatures. Digital signatures will be accepted. Bidders without access to electronic means should contact the issuing officer at 515-725-2893.

b. PUBLIC OPENING

- i. The public opening will be held via conference call only. The call details are below.
 1. Call time: 3:00pm on 9/24/2020
 2. Call number: 617-675-4444
 3. Pin: 279 653 335 2263

2. Existing Photos

- a. 360° photos have been uploaded to the following link for review. Site visits can be scheduled by contacting construction.procurement@iowa.gov
 - i. <https://app.strucsite.com/vp/8d8fd8b7-3e19-4f88-aa9c-71ec30d43f27>

Specifications

1. 00 0110-1 Table of Contents
 - a. 2.02.A: **Revise** to “23 2923 Variable Frequency Motor Controller”
2. 012500 Substitution Procedures
 - a. **Add** page 01 2500-1 (attached)
 - b. **Delete** the last two pages of this section as they are duplicates of the first two pages in this section.
3. 26 0050-6 Basic Electrical Requirement
 - a. **Delete** paragraph 1.27 Extra Materials and Labor



Meeting #1

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

Project: 9075.00 - DAS CCM IWD, 150 DM and JP HVAC
510 E. 12th Street
Des Moines, Iowa 50319

Pre-Bid Minutes

MEETING DATE: 09/10/2020 **MEETING TIME:** 11:00 AM - 12:00 PM Central Time (US & Canada)

MEETING LOCATION: Zoom Meeting **VIDEO CONFERENCING LINK:** <https://us02web.zoom.us/j/87014120306>

OVERVIEW:
Prebid Meeting

NOTES:

ATTACHMENTS:

ATTENDEES:

Name	Company	Phone Number	Email	Attendance
Jennie Elliott	Capitol Complex Maintenance	Tel: (515) 242-5120	jennie.elliott@iowa.gov	For Distribution Only
Garrett Arganbright	DCI Group	Tel: (515) 244-5043	garretta@dcigroup-us.com	Conference
Michael Steen	DCI Group	Tel: (515) 244-5043	michaels@dcigroup-us.com	Conference
Alex Jenson	Modus Engineering LTD	Tel: (515) 829-4180	ajenson@modus-eng.com	Conference
Roger Leshner	Modus Engineering LTD	Tel: (515) 251-7280	rlesher@modus-eng.com	Conference
Jennifer Kleene	State of Iowa - Department of Administrative Services	Tel: 5157250454	jennifer.kleene@iowa.gov	Conference

General Project Information

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Project Team				Open
	<p>Description:</p> <ul style="list-style-type: none">State of Iowa (Owner)<ul style="list-style-type: none">DAS<ul style="list-style-type: none">Jennifer Kleene, Jennie ElliottModus (Designer)<ul style="list-style-type: none">Alex Jenson, Roger LeshnerDCI Group (Construction Manager)					

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 #1

	◦ Garrett Arganbright, Michael Steen					
	Official Documented Meeting Minutes: <ul style="list-style-type: none">Attendees<ul style="list-style-type: none">◦ Mark Cook - Siemens◦ Mike Wolfe - Baker Group					
1.2	1	Project Description				Open
	Description: <ul style="list-style-type: none">Upgrade to DDC at AHU A through F<ul style="list-style-type: none">◦ Modification to refrigerant piping at (2) AHU and repipe AHU-C hot water coilAHU-1A upgraded to DDC<ul style="list-style-type: none">◦ Replace pneumatic controls at terminal units served by AHU-1A◦ Goal is to eliminate air compressor serving AHU-1A					

Bid Process						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Bid Submission				Open
	Description: <p>Bids are due Thursday, September 24, 2020 at 2pm</p> <ul style="list-style-type: none">The Bid shall be submitted to the Issuing Officer through the Iowa VSS electronic bidding system.<ul style="list-style-type: none">Link and information will be provided via addendumContractors will need to register prior to biddingBid Opening will be held via conference call on 9/24 at 3pmContractor shall reference section 00 0116 for the bid submittal checklistApparent low bidder will be required to submit subcontractor/supplier list 48hrs after the bid opening					
2.2	1	Bid Schedule				Open
	Description: <ul style="list-style-type: none">Questions Due: September 17, 2020 at 4:00pm<ul style="list-style-type: none">All questions shall be submitted to construction.procurement@iowa.govFinal Addendum Issued: September 22, 2020Bids Due: September 24, 2020 at 2:00pm<ul style="list-style-type: none">Bids will be opened at 3:00pmTentative NOI Issued: September 25, 2020Site visits can be coordinated through construction.procurement@iowa.gov<ul style="list-style-type: none">360° photos are also available for review<ul style="list-style-type: none">https://app.struactionsite.com/users/ps/vo/VJsehACapKBN6EwwtvNuZ9pz					

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Meeting #1

2.3	1	Contracting				Open
Description: <ul style="list-style-type: none"> Agreement between the Owner and Contractor will be a modified ConsensusDocs 802 <ul style="list-style-type: none"> 802 Example along with insurance requirements are in the project manual. Sample of COI and Performance/Payment bonds needed before contract is executed. Procure – State of Iowa project management software <ul style="list-style-type: none"> DocuSign will be utilized for signatures on contracts and change orders. No cost to the contractor Substantial and Final Completion checklists are available in the project manual. <ul style="list-style-type: none"> These items will need to be completed before final and retainage invoices will be approved and the contract is closed. Final and retainage invoice will not be approved until all closeout information is received. 						

Project Overview						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Bid Package #1				Open
Description: <ul style="list-style-type: none"> All project scope to be captured in Bid Package #1 <ul style="list-style-type: none"> Removal of existing equipment Remove existing air compressor and pneumatic tubing Preserve wiring as noted New DDC equipment Tie into existing system and update existing graphics Bid Package #1 is responsible to pull applicable permits with the SFMO 						
3.2	1	Site Logistics				Open
Description: <ul style="list-style-type: none"> Work hours 7am - 5pm <ul style="list-style-type: none"> Any work that disrupts building equipment shall be completed after hours and coordinated with DAS and DCI Group. Background checks to be completed for card access to the building <ul style="list-style-type: none"> DCI Group will provide paperwork after project is awarded 						
3.3	1	Construction Schedule				Open
Description: <ul style="list-style-type: none"> Submittals and Procurement anticipated to take place October, 2020 through December, 2020. Construction anticipated to start January 2021 and finish mid-February 2021. The successful bid package contractors shall provide a schedule identifying their tasks along with lead time for material. <ul style="list-style-type: none"> DCI Group will use information to establish the initial project schedule. 						
3.4	1	State Rules				Open

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Meeting #1

	<p>Description:</p> <ul style="list-style-type: none">• It is of the utmost importance to show respect and courtesy to all staff at all times.• 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.• No smoking, vaping or smokeless tobacco use onsite.
	<p>Official Documented Meeting Minutes:</p> <ul style="list-style-type: none">• Covid precautions likely to be in place during construction• Agencies within the building are asking that masks be worn<ul style="list-style-type: none">◦ Workers will need to wear masks when on site

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SECTION 01 2500

SUBSTITUTION PROCEDURES

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Substitution Procedures
- B. Request for Substitution form

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION

3.01 SUBSTITUTION PROCEDURES

- A. Where the Bidding Documents stipulate a specific product be provided by naming one or more manufacturer and model, a substitute product will be considered when written request is received by the date and time identified in Section 00 2113 INSTRUCTIONS TO BIDDERS. Substitution requests will be considered for all products, even if the specification does not include a statement such as “or equal,” “equal to,” “equivalent to,” or “basis of design,” unless noted otherwise.
- B. References in the Bidding Documents to brand or trade names are intended to illustrate the general characteristics of the item and not to limit competition unless noted otherwise.
- C. The written request shall be on the “Request for Substitution” form included in the Project Manual. If no such form is included, the request shall be provided on the letterhead of the company making the request.
- D. Substitution requests received after the specified date will be viewed in the context of a Change Order to the Contract, and consideration will only be given in the event a product becomes unavailable or not practical due to no fault of the Contractor, or the substitution is substantially to the Owner’s advantage (equal product for less cost or higher quality product at no change in Contract Sum).
- E. Document each substitution request with complete data substantiating compliance of the proposed substitution with the Bidding Documents. Each request shall identify the specified product for which the substitution is requested, and shall clearly describe the product for which approval is requested. The burden shall be on the requester to demonstrate the proposed substitute product’s suitability for use in the Work and its equivalency or superiority in function, appearance, quality, and performance with the product named in the Bidding Documents.
- F. A description of any changes to the Bidding Documents that the proposed substitution will require shall be included with the request. The requester shall affirm that dimensions shown on the Drawings will not be affected by the substitute product, and that it will have no adverse effect on other trades, the construction schedule, or specified warranty requirements. The request for use of a substitute product shall be signed by an authorized representative of the firm submitting the request, who shall state that the firm will pay for any changes to the building design, including Design Professional’s design, detailing, and construction cost caused by the requested substitution if the substitution is approved for use in the Work.
- G. All such substitute products approved for use in the Work during the established period of time before receipt of Bids will be identified in a subsequent Addendum to the Bidding Documents.

3.02 REQUEST FOR SUBSTITUTION FORM

- A. A Request for Substitution Form is attached following this page.

END OF SECTION