
Addendum 1 for RFB #909200-01

Project Name: Wallace AHU-4 and AHU-5 VAV Box Replacement

DAS RFB #: 909200-01

DAS Project #: 9092.00

Date: 1/28/2020

Addendum 1:

- Cover Page – Table of Contents and Clarifications (1 page)
- Prebid Meeting Minutes (2 pages)

Clarifications:

1. This project will utilize Procore, in lieu of EADOC, as the project management software. The use of Procore will remain free to the selected contractor.
 - a) All references to EADOC shall be replaced with Procore.
 - b) DCI Group will be available to assist the contractor with Procore as needed during the project.

January 23, 2020 at 1:00 PM

Owner/DAS/CM Team Introductions:

Iowa Department of Administrative Services (DAS) – Jennifer Kleene
Iowa Department of Administrative Services (DAS) – Jennie Elliott
Construction Manager – DCI Group
Designer – KCL Engineering

General Project Description/Overview:

- VAV box replacement, change from pneumatic to DDC controls, and balancing at areas served by AHU-4 and AHU-5 in the Wallace State Office Building.
 - o **Balancing at each unit and each area being served by each unit**

Bid Package Process:

Overview of Instructions to Bidders – DCI Group

Bid Packages:

- 1) BP #1 – Mechanical

BIDS DUE: February 6, 2020 at 2:00 PM

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

1. Proposal Process. See section 00 2113 in project manual.
2. Schedule
 - a. All questions after this meeting and prior to **January 29, 2020**, to be submitted to Construction Procurement at construction.procurement@iowa.gov. Do not contact DAS, KCL or DCI Group directly for questions or clarifications.
 - b. An addendum will be issued to incorporate minutes and sign-in sheet from this Pre-Proposal Meeting.
 - c. Final addendum will be issued no later than **February 4, 2020** by 2:00 PM CST or no later than 48 hours prior to proposals being due.
 - d. Bids due **February 6, 2020** by 2:00 PM CST
 - e. Tentatively, an NOIA will be issued by February 11, 2020.
 - f. Anticipated construction work to take place May 13, 2020 through July 1, 2020. – **State fiscal year end is 6/30/2020. An pay app will need to be issued for any work completed by 6/30. Contract will extend into next fiscal year to allow for closeout.**
 - i. Contractors shall provide a preliminary schedule of their activities after award of contract. – **Final schedule to be determined with successful contractor**

Scope of Work Overview:

1. Administrative
 - a. This RFB will result in one successful proposal per bid package.
 - b. Agreement between the Owner and Contractor will be a modified ConsensusDocs 802
 - c. State of Iowa project management software is transitioning from EADOC to Procore.
 - i. No cost to the contractor – **Project will be set up in Procore in lieu of EADOC.**
 - d. Pre-construction meetings and submittals.
 - i. Kickoff meeting will be established after contracts are executed
 - ii. Master submittal list will be issued to contractors
2. Construction
 - a. **Work hours will be 5:00 PM to 6:00 AM Monday-Friday.** All work areas shall be cleaned up at the end of each day.
 - i. Existing furniture will not be moved by the owner. Contractor is responsible to work around existing conditions.

- b. Bid Package #1 to provide dumpster.
 - c. Staging and storage of materials will need to be coordinated with DCI Group/DAS.
 - d. Contractor shall maintain accurate as-built construction records throughout the project.
 - e. Daily logs/Weekly Report/Safety Meetings and meeting requirements.
 - f. Onsite supervision by Prime Contractor is required at all times when work by that contractor or their subcontractors/suppliers is taking place.
3. Close out
 - a. 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.

State Rules

1. All personnel who will work on-site will be required to perform background checks.
2. It is of the utmost importance to show respect and courtesy to all staff at all times.
3. 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.
4. No smoking or smokeless tobacco use onsite.

Open Discussion

- Most ceilings are removable metal panel system. Gyp ceilings are noted on the drawings and areas are accessible via access doors.
- The current system does not have any glycol
- The owner has first right of refusal for equipment being removed. Contractor shall turn over controls to Owner after removal.