

Addendum 2 for RFP942400-01

Project Name: HHS STS Main Electrical Loop Revisions

RFP #: 942400-01

DAS Project #: 9424.00

Date: 6/28/2024

Proposals Due: July 11, 2024 @ 2pm

1. See attached meeting minutes and attendee list from the pre-proposal meeting on 6/27/2024 @ 1pm.

2. QUESTIONS/CLARIFICATIONS
 - Q1. Which side of the highway does the utility enter?
A1. South of Highway 175.

 - Q2. Are we to design for new utilities north of Highway 175?
A2. No design is needed for north of the highway.

 - Q3. Should we salvage existing transformers?
A3. Yes, transformers and cabinets north of the highway should be salvaged and turned over to the facility.

 - Q4. Should we plan to abandon anything underground in place?
A4. Yes.

 - Q5. Approximately how many LF of new conduit/wiring will be ran?
A5. Approximately 800-1,000 LF

 - Q6. Is the conduit direct buried or in a duct bank?
A6. The facility is unsure.

 - Q7. Is any new switchgear anticipated to be needed?
A7. No, it is anticipated that only new conduit and wire will be needed.

RFP Pre-Proposal Minutes: Meeting #1

Meeting Date	Jun 25, 2024	Meeting Time	1:00 PM - 2:00 PM Central Time (US & Canada)
Meeting Location	STS/Google Meet	Video Conferencing Link	https://meet.google.com/cih-qtvb-pgu?hs=224
Overview	Meeting to allow prospective design firms to visit the project site, when possible, and learn more about the scope.		
Notes			
Attachments			

Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Adam Douglas	McGough Construction		adam.douglas@mcgough.com	Conference
Leilani Hammel	McGough Construction	P: (515) 344-8980	leilani.hammel@mcgough.com	Present
Jennifer Kleene	State of Iowa - Department of Administrative Services	P: (515) 725-0454	jennifer.kleene@iowa.gov	Present
Ryan Schrage	State Training School	P: (614) 858-7402 ext. 4103	rschrag@dhs.state.ia.us	Present

Introduction

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Introductions				Open
<p>Description</p> <ul style="list-style-type: none"> • DAS Owner's Rep <ul style="list-style-type: none"> ◦ Jennifer Kleene • McGough (CM) <ul style="list-style-type: none"> ◦ Adam Douglas ◦ Leilani Hammel • STS <ul style="list-style-type: none"> ◦ Ryan Schrage 						
<p>Official Documented Meeting Minutes Kevin Bruxvoort, Shive-Hattery Isaac Stoll, IMEG Mohammed Abu-Hasan, IEI Dave Hunter, Farris</p>						

Project Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Scope Review				Open
Description Modifying the electrical loop system, including disconnecting specified existing below grade wiring, and boring new primary conduit and wire to create a complete main loop south of Highway 175.						
Official Documented Meeting Minutes <ul style="list-style-type: none"> Essentially need to disconnect the three buildings that are north of Hwy 175 (as the State may sell of these buildings or this land) and creating a connection so all of the buildings south of Hwy 175 are in a complete loop. 						

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: 7/3/2024 @ 12pm Proposals Due: 7/11/2024 Selection of Designer/Issue NOI: July 12, 2024 Execution of 803 Contract: Week of July 22, 2024 <ul style="list-style-type: none"> Tentative Design Kickoff Meeting: Week of July 22, 2024 50% CD and budget: Design professional to propose in RFP Schedule 95% CD: Design professional to propose in RFP Schedule 100% CD and budget: August 27, 2024 Contractor Bidding: September 2024 Execution of Contractor's Contract(s): September to October 2024 Submittals, Procurement and Construction: October to December 2024 Closeout: December 2024 to January 2025 						
Official Documented Meeting Minutes <ul style="list-style-type: none"> If there are any concerns about schedule, make sure the question gets asked during the RFP process. There may be concerns with closeout as some medium voltage material has a long lead time, this will have to be determined during the design phase. 						

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: 						

- 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
- Proposals shall be uploaded through the IMPACS Electronic Procurement System (do not email to Procurement).
 - Link and information is in the RFP
 - Designers will need to register prior to submission
 - Designer should complete the registration process and ensure the ability to log in as soon as possible to ensure proposals can be submitted on the due date.
 - Please make sure the electronic documents submitted contain any required signatures. Digital signatures will be accepted.

Conclusion

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Designer Questions				Open
Description Any questions?						
Official Documented Meeting Minutes Questions will be included in Addendum #2						

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.

STS Pre-proposal

<u>Name</u>	<u>Company</u>	<u>Email / phone #</u>
ISAAC STOLL	IMEG	Isaac.p.stoll@imegcorp.com 515-334-4321
MOHAMMED ABUHASAN	IEI	mab Hasan@innovativeengineers.com 219-865 4115
Dave Hunter	Farris	dhunter@Farris.usa.com