



Addendum #01 for RFP948300-01

Project Name: DVA IVH Dack and Malloy Roof Replacements
DAS RFB #: 948300-01
DAS Project #: 9483.00
Date: 11/04/2025

Bids Due: November 11, 2025, at 2:00 PM CST

This Addendum answers questions that were presented at the pre-proposal meeting and questions submitted to Construction Procurement during the questions period that closed on Monday, November 03, 2025, at 4:00 PM.

Questions:

Q1: Will the hazardous materials survey be coordinated with the project design kickoff so the Design Engineer can verify the roof assembly composition at the same time?

A1: Yes, the Design Engineer will be able to coordinate with the Hazardous Materials Consultant.

Q2: We assume hazardous material survey will be required where cores are required to be taken on all roofs to verify material types (insulation) to the roof deck?

A2: The Design Engineer will provide the locations of the necessary cores, and the CM will ensure the Hazardous Materials Design Consultant is coordinated.

Q3: Clarify that the environmental consultant will provide scope and spec for any asbestos abatement required with the roof consultant then showing locations on roof plans. Clarify that if abatement required, the roof contractor awarded will be responsible to perform or have approved subcontractor abate.

A3: If asbestos containing materials are identified, the Hazardous Material Design Consultant will provide the scope and specifications for the abatement, and a licensed abatement contractor will be contracted to abatement the materials.

Q4: Verify existing drawings have structural plans/details for any roof top anchors that are required?

A4: All existing documents, including plans, will be provided to the contracted design firm.

Q5: Where exactly was this photo taken?



Description

Taken Date

Uploaded By

Michael Steen

Upload Date

10/19/2025 at 08:40 pm

File Name

[Screenshot 2025-10-19 202348.p...](#)

Album

Existing Conditions

A5: This photo was taken on the Malloy Building roof, North Wing, West side.

Q6: Has there been any testing of hazardous materials on this roof, i.e. asbestos flashings, mastics, etc.?

A6: A hazardous materials survey has not been completed yet but will be done as part of this project as a separate package through a Hazardous Materials Design Consultant.

Q7: If hazardous materials exist, is abatement in project scope?

A7: If asbestos containing materials are identified, the Hazardous Material Design Consultant will provide the scope and specifications for the abatement, and a licensed abatement contractor will be contracted to abatement the materials.

Attachment A: Pre-Proposal Meeting Sign-In Sheets.

Attachment B: Pre-Proposal Meeting Minutes from Wednesday, October 29, 2025

Addendum #01 for RFP948300-01
Attachment A – Pre-Proposal Meeting Sign-In Sheets

Addendum #01 for RFP948300-01

Attachment B – Pre-Proposal Meeting Minutes from Wednesday, October 29, 2025

RFP Pre-Proposal Minutes: Meeting #1

Meeting Date Oct 29, 2025 **Meeting Time** 02:00 pm - 03:00 pm Central Time (US & Canada)

Meeting Location Iowa Veterans Home **Video Conferencing** [Join Meeting Link](#)

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
Kurt Fisher	DCI Group	P: (515) 244-5043	kurtf@dcigroup-us.com	
Scott Gustafson	DCI Group	P: (515) 244-5043	scottg@dcigroup-us.com	
David Haines	Iowa Veterans Home	P: (641) 753-4411	david.haines@ivh.state.ia.us	
Brad Tonyan	State of Iowa - Department of Administrative Services	P: 515-360-7718	brad.tonyan@iowa.gov	

Introduction

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Introductions				Open
		Description Attendance				

Project Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Scope Review				Open
		Description Scope includes, but is not necessarily limited to:				
		<ul style="list-style-type: none"> • Project includes the complete design and construction administration for the replacement of approximately 60,000 SF of roofs at the Malloy Building and approximately 20,000 SF of roofs at the Dack Building. • Existing roofs are rock ballasted. It is anticipated that new design will include a fully adhered EPDM membrane in lieu of ballast. • During previous investigation it was determined that a previous project added a layer of coverboard/insulation, EPDM, and ballast on top of the existing EPDM system and ballast. • Design shall include roof top protective walking pads for access to rooftop equipment. • Design shall include temporary measures and adjustments to roof top equipment and pathways and curbs as necessary to achieve proper roof design, details, and drainage. • Design shall include fall protection where access to roof top equipment or to adjacent spaces would be required to meet OSHA guidelines. 				

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
			<ul style="list-style-type: none"> Where equipment has been previously abandoned, design shall include removal and infill of structure and roof. See Attachment A & B for additional details. 			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	1	Schedule Review				Open
<p>Description <i>{Enter RFP-specific dates below}</i></p> <ul style="list-style-type: none"> Questions Due to construction.procurement@iowa.gov: 11/03/2025 by 4:00 PM CST Addendum Issued: 11/04/2025 Proposals Due: 11/11/2025 Selection of Designer/Issue NOI: By 11/19/2025 Execution of 803 Contract: Week of December 1, 2025 Tentative Design Kickoff Meeting: Week of December 1, 2025 50% CD and Cost Opinion: To Be Proposed by Designer 95% CD: To Be Proposed by Designer 100% CD and budget: February 10, 2026 Contractor Bidding: February - March 2026 Execution of Contractor's Contract(s): March 2026 Submittals, Procurement and Construction: April 2026 to August 2026 Closeout: September 2026 						

RFP Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	RFP Requirements Review				Open
<p>Description</p> <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 Proposals shall be uploaded through the IMPACS Electronic Procurement System (do not email to Procurement). <ul style="list-style-type: none"> 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?						

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.