

# ADDENDUM 1

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<b>TO:</b>	All Prospective Bidders Iowa Workforce	<b>PROJECT NO:</b>	16822000
<b>PROJECT NAME:</b>	Development – 2 <sup>nd</sup> & 3 <sup>rd</sup> Floor Remodel	<b>DATE:</b>	5/2/2017
<b>CLIENT NAME:</b>	State of Iowa / DAS		
<b>PROJECT LOCATION:</b>	Des Moines, IA	<b>CONTACT:</b>	Joe Wallace, AIA

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This Addendum forms a part of the contract documents and modifies the original bidding documents dated January 09, 2014 as noted below. Acknowledge receipt of this Addendum in the space provided on the bid form. Failure to do so may subject the bidder to disqualification.

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Contents: (3) Addendum Pages  
(6) Specification Sections  
(0) Drawing Sheets

## CLARIFICATIONS

### 1.1 MANUFACTURER AND INSTALLER QUALIFICATIONS

- a. In accordance with Senate File 438, which became effective April 13, 2017, the following provisions have been added to Iowa procurement code and through this Addendum added to the terms and conditions applicable to this bid solicitation:

26.9(2):

A governmental entity shall not require a potential bidder on a public improvement to provide any information which the potential bidder may deem to be confidential or proprietary as a requirement for being deemed a responsive, responsible bidder. This subsection shall not be construed to prohibit a governmental entity from obtaining information from the lowest responsive bidder to determine the bidder's responsibility relating to the bidder's experience, number of employees, and ability to finance the cost of the public improvement. However, a governmental entity shall require nonresident bidders to comply with section 73A.21, subsection 4.

26.16:

A governmental entity shall not by ordinance, rule, or any other action relating to contracts for public improvements for which competitive bids are required by this chapter impose any requirement that directly or indirectly restricts potential bidders to any predetermined class of bidders defined by experience on similar projects, size of company, union membership, or any other criteria. However, a governmental entity shall require nonresident bidders to comply with section 73A.21, subsection 4.

In accordance with these provisions, and notwithstanding any requirements previously stated in any notice to bidders, no potential bidder shall be required to provide confidential or proprietary information in contravention of sections 26.9(2) or meet any class requirements in contravention of 26.16, as a precondition to submitting a responsive bid. However, as noted in section 26.9(2), the lowest responsive bidder may be required to provide additional information to verify responsibility prior to and as a condition of obtaining final award of the contract.

## SPECIFICATIONS

### 2.2 SECTION 00 0120 - PUBLIC NOTICE

- a. Remove and replace this specification section in its entirety. See attached.

**2.3 SECTION 00 1113 - INVITATION TO BID**

- a. Remove and replace this specification section in its entirety. See attached.

**2.4 SECTION 00 2113 – INSTRUCTION TO BIDDERS**

- a. Revise paragraph 14.A. SUBSTITUTIONS to read:

“Where the Bidding Documents stipulate a specific product be provided by naming one or more manufacturer and model, and include a statement such as “or equal”, “equal to”, “equivalent to”, or “basis of design”, a substitute product will be considered when written request is received by May 10th, 2017 at 2:00 PM CST. 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.

Note: Subsequently, substitutions 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). Use Document **SECTION 01 6001** – Substitution Request Form for proposal of substitutions to be considered as a Change Order to the Contract.”

- b. Revise paragraph 17.A. WITHDRAWAL OF BID to read:

“A Bid may be modified or withdrawn only before the time and date for receipt of Bids. Said request for modification or withdrawal of formal sealed bid must be made in writing and delivered to the previously designated Purchasing Agent for the Department of Administrative Services in a sealed envelope, properly identifying the bid that is to be modified. A Bid shall remain valid for consideration by the Owner for the following period(s) of time after the date specified for receipt of Bids, or until such time following that period that the apparent low bidder requests in writing that the Bid be withdrawn, after which the Bid may be withdrawn without forfeiture of any required Bid Security. The Base Bid shall be valid for not less than **SIXTY (60)** days after the date Bids are specified to be due. With the approval of the Department of Administrative Services, a bid may be withdrawn after opening, but only if the bidder provides prompt written notification that adequately documents the commission of an honest error that may cause undue financial loss.

**2.5 SECTION 00 4110 – BID FORMS**

- a. Remove and replace this specification section in its entirety. See attached.

**2.6 SECTION 00 7303 – SPECIAL WORK REQUIREMENTS**

- a. Revise Paragraph 1 to read:

“Bidders are to hold their bids for a period of **SIXTY (60)** days after the bid.”

**2.7 SECTION 00 7401 – BID PACKAGE #01 GENERAL BUILDING CONSTRUCTION & ABATEMENT**

- a. Remove and replace this specification section in its entirety. See attached.

**2.8 SECTION 00 7403 – BID PACKAGE #03 ELECTRICAL, TECHNOLOGY & FIRE ALARM**

- a. Remove and replace this specification section in its entirety. See attached.

**2.9 SECTION 00 7404 – BID PACKAGE #04 ABATEMENT**

- a. Add Section 00 7404 – Abatement in its entirety. See attached.

**DRAWINGS**

N/A

**END OF ADDENDUM 1**

## SECTION 00 7401 BID PACKAGE #04 –ABATEMENT

### Iowa Workforce Development - 2nd & 3rd Floor Remodel

A. This Bid Package is responsible for the following Specification Sections in their entirety unless noted otherwise:

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|----------------|--|
| 1. Division 00 | PROCUREMENT AND CONTRACTING REQUIREMENTS |
| 2. Division 01 | GENERAL REQUIREMENTS                     |
| 3. Division 02 | EXISTING CONDITIONS                      |

B. The scope of work for this Bid Package shall include, but not necessarily be limited to the following:

1. General Instructions:

- 1.1. General Work Requirements 00 7301 and Special Work Requirement 00 7302 are requirements of this bid package.
- 1.2. It will be the responsibility of this contractor to complete all work associated in this bid package for the Iowa Workforce Development Project as identified in the drawings and specifications.
- 1.3. All personnel on site shall be aware of the existing asbestos containing materials and shall take all precautions to ensure no asbestos containing materials are disturbed. All personnel shall familiarize themselves with the Iowa Workforce Development Asbestos Protocol Procedures which can be found as part of Section 00 7303 Special Work Requirements. It will be the responsibility of each Prime Contractor to ensure their personnel and the personnel of their subcontractors and vendors are aware of this requirement.
- 1.4. Any and all layout required to complete this scope of work should be included in this bid package.
- 1.5. All plan dimension will need to be verified by this Contractor. This Contractor will be responsible for all on-site field measurements for fabrication.
- 1.6. This contractor will be responsible to provide portable generators or an alternate power source for tools and equipment that require a power source above 120V or not readily available at the location needed. No gas fueled generators will be allowed to be ran inside the building. Contractor shall provide self-contained bulk fuel storage and use approved fuel storage containers on site as required.
- 1.7. Furnish all anchors and fasteners as required to complete all installations.
- 1.8. It will be the responsibility of this Contractor to bring all areas affected by the demolition and construction activities, back to existing conditions. It is this contractor's responsibility to protect existing construction (gutters, roof, windows, and exterior façade) and vegetation to avoid damage.
- 1.9. Prior to the commencement of work, it will be the responsibility of this contractor, in cooperation with the Construction Manager, to fully inspect and provide to the Construction Manager a record of damaged conditions to existing conditions and devices that are to remain. Any damage that occurs during removal or installation will be replaced and/or repaired by this contractor at this contractor's expense. Provide all protection for adjacent surfaces to remain.
- 1.10. Any existing construction damaged by installation of this Contractor's work will be repaired by this Contractor to the satisfaction of DCI Group and DAS.
- 1.11. This contractor is responsible for receiving, inspecting, and verifying the delivery of all material that is part of this Bid Package.
- 1.12. This Contractor shall provide secure and waterproof storage and protection of all material provided in this bid package.

- 1.13. Shutdowns of plumbing, mechanical, electrical, fire alarm, communications and technology systems shall be coordinated with the Construction Manager 48 hours in advance of work.
  - 1.14. This contractor shall be responsible to remove and reinstall ceilings as required for access during this work scope. Ceilings shall be put back in the condition they were found. This contractor will be responsible for damage incurred during this work scope and will be responsible for all cost of replacement deemed necessary by Owner. This contractor shall coordinate with Bid Package #4 to confirm above ceiling abatement has been completed prior to removing ceiling tiles.
  - 1.15. This Contractor shall provide final cleaning of the construction area at the completion of each phase. Perform final cleaning as defined in the contract documents. This includes, but is not limited to, wiping down all surfaces so they are free of dust, vacuuming, cleaning floors, cleaning glass, and interiors of windows.
  - 1.16. This contractor shall be responsible for the coordination and supervision of job site general cleanup with all prime contractors throughout the duration of project. This contractor shall notify the construction manager of any failure to comply with the job site cleanup plan by any prime contractor.
  - 1.17. This contractor will be responsible for general cleanup of dust, dirt, mud, and debris not identifiable as part of a Contract.
  - 1.18. For any alternates accepted, this contractor shall be responsible to complete all scope items addressed in this bid package that apply to the accepted alternate.
2. Carpeting and Flooring Scope:
3. Abatement:
- 3.1. This contractor shall be responsible for all licensing and notifications necessary for this scope of work.
  - 3.2. This contractor shall cooperate with a hazardous materials removal monitoring service who will be contracted by the State.
  - 3.3. This contractor shall be aware, and shall make all subcontractors aware, of the findings of the reports prepared by Iowa Environmental Services. A copy of this report can be found with the remainder of the contract documents.
  - 3.4. Where asbestos containing materials will impact the installation of new construction, this contractor shall be responsible for the complete removal and proper disposal of all asbestos containing materials. A copy of the hazardous materials testing report, conducted by Iowa Environmental Services, can be found with the remainder of the contract documents.
  - 3.5. It shall be the responsibility of this contractor to remove all existing ceiling tile. The existing fireproofing spray on 3E is asbestos containing. It will be the responsibility of this contractor to HEPA vacuum all ceiling tile, ceiling grid; diffusers, grilles, light fixtures, and all ceiling devices as well as the removal and disposal of ceiling tile upon completion. If ALTERNATES #1 and/or #2 are accepted, it will be the responsibility of this contractor to complete the HEPA vacuuming and demolition of the tiles on these floors as well. Fireproofing on 3W has been previously abated.
  - 3.6. This contractor shall be responsible for the complete removal and disposal of all existing carpet tile identified for removal on the construction documents. Contractor shall be aware the existing carpet tile is laid over existing VCT with asbestos containing floor mastic beneath. In the event that the VCT inadvertently is removed with the removal of the carpet tile, this contractor shall immediately notify the CM and take the necessary precautions to protect the area from further disturbance. If it becomes necessary to abate the mastic in these instances, this will be covered as a change order utilizing the unit price requested on the bid forms.

- 3.7. This contractor shall be responsible for the abatement of flooring mastic in all areas where new electrical floor activations will take place on 3W and 2W. This contractor shall coordinate with Bid Package #03 to determine size of area to be abated and final locations for abatement. Contractor shall be aware there is existing VCT, glue, and carpet on top of asbestos containing mastic. For the purpose of bidding, this contractor shall assume sixty (60) locations of 2'x2' abatement. This contractor shall provide unit prices for additional abatement.
- 3.8. This Contractor shall remove all materials that may deter Contractor from removing asbestos containing material. This includes carpet, VCT, ceiling tile, and etc.
- 3.9. This Contractor shall provide walk off mats from construction areas to occupied areas during abatement to keep from tracking construction dust and debris.
- 3.10. This Contractor shall final clean all travel paths outside of the construction areas in occupied areas. This shall happen at the end of every work shift.
- 3.11. If negative air pressure is needed, this contractor shall be liable to protect all openings made for negative air pressure needs to the existing buildings envelope for the entire time work is being conducted until the new work scope is completed. This protection shall include but is not limited to protection against; rain, snow, wind infiltration, and temperature fluctuations. Contractor will maintain all weather protection provisions until permanent work is completed. Contractor shall submit a weather protection plan to Construction Manager. All cost relating to damage incurred to existing facilities as a result of improper weather protection provisions will be borne by the contractor. All openings shall be brought back to existing conditions by this contractor upon the completion of abatement.
- 3.12. This Contractor shall coordinate with all other bid packages concerning the abatement of items that will remain to ensure material to remain are left intact, free of hazardous materials, and in good condition.
- 3.13. This Contractor shall coordinate with all other bid packages to ensure the necessary abatement is completed for their scope of work.
- 3.14. This Contractor will be responsible for installation, maintenance and removal of temporary protection necessary for abatement. These include, but are not limited to dust protection, walk off sticky mats, floor and wall protection, protection of pavement, and protection of existing conditions. It will be imperative to ensure dust and debris does not impact adjacent rooms or finishes.

**END OF SECTION 00 7402**

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## **SECTION 00 7403 BID PACKAGE #03 Electrical, Technology, & Fire Alarm**

### **Iowa Workforce Development - 2nd & 3rd Floor Remodel**

A. This Bid Package is responsible for the following Specification Sections in their entirety unless noted otherwise:

1. Division 00	PROCUREMENT AND CONTRACTING REQUIREMENTS
2. Division 01	GENERAL REQUIREMENTS
3. Division 02	EXISTING CONDITIONS
4. Division 07	THERMAL AND MOISTURE PROTECTION
5. Division 08	OPENINGS
6. Division 26	ELECTRICAL
7. Division 27	COMMUNICATIONS
8. Division 28	ELECTRONIC SAFETY AND SECURITY

B. The scope of work for this Bid Package shall include, but not necessarily be limited to the following:

1. General Instructions:

- 1.1 Any and all layout required to complete this scope of work should be included in this bid package.
- 1.2 This contractor is responsible for receiving, inspecting and verifying the delivery of all material that is part of this bid package.
- 1.3 Shutdowns of electrical, fire alarm, communications and technology systems shall be coordinated with the construction manager 48 hours in advance of work.
- 1.4 Work performed on scopes with redundant equipment shall be completed on the first unit prior to working on the second unit. At no time, shall the owner be left without equipment to run the occupied areas of the building in their normal operating state.
- 1.5 This contractor shall be responsible to remove and reinstall ceilings and light fixtures for access during this work scope if not identified to be removed by another bid package in the contract documents. Ceilings and light fixtures shall be put back in the condition they were found. This contractor will be responsible for damage incurred during this work scope and will be responsible for all cost of replacement deemed necessary by Owner. This contractor shall confirm above ceiling abatement has been completed prior to removing ceiling tiles or fixtures.
- 1.6 This Contractor shall provide final cleaning to electrical and data/telecom rooms. Perform final cleaning as defined in the contract documents.
- 1.7 Include any filler plates, trim materials, or sealants which may be required between the work of this contract and the work of others where shown, or where required of allowable tolerances within the work of the contract and the adjacent work of others.
- 1.8 Contractor to protect the existing electrical, fire alarm, and technology items that are to remain. Contractor is responsible for cleaning existing items before tying them into the new system. Verify existing items that are to be removed and reinstalled are in working order before removing.
- 1.9 Contractor is responsible for cutting all wall and floor openings for their scope of work. Contractor is responsible for all removal and replacement of materials that are impacted by this scope of work. Replacement of material shall match existing conditions. This contractor shall coordinate with Bid Package #04 to ensure all abatement is completed in area of work prior to proceeding.



- 1.10 This contractor shall be responsible for providing all firestopping and fireproofing of penetrations made by this bid scope. For all sleeves over 1” requiring fire stopping, plugs shall be provided at sleeve ends. Caulking only will not be accepted.
  - 1.11 Penetrations through acoustical walls made by this contractor must be sealed with acoustical sealant by this contractor.
  - 1.12 Provide labor, material and equipment, as required for temporary bracing/shoring.
  - 1.13 Provide uni-strut and other hanging devices as required to support any equipment provided in this bid package. Contractor shall ensure installation of such does not disturb existing asbestos containing fireproofing.
  - 1.14 Any and all access panels, shown or required, shall be provided by this bid package whose work requires it. Installation is also this contractor’s responsibility.
  - 1.15 This Contractor is responsible to provide clean conduit and devices at the end of installation of all new construction installed by this bid package.
  - 1.16 Contractor is responsible to provide surfaces clear of dust, marks, and debris for all items installed by this Contractor.
  - 1.17 For any alternates accepted, this contractor shall be responsible to complete all scope items addressed in this bid package that apply to the accepted alternate.
2. Temporary Construction Scope:
- 2.1 When an area will be without permanent lighting, this contractor shall install, and maintain temporary lighting systems during construction. Lighting must be provided in all rooms. Contractor to replace and change burned out and broken bulbs.
  - 2.2 This contractor shall make temporary modifications to circuits to allow work to take place in the construction area while maintaining adequate lighting in all Owner-occupied areas.
  - 2.3 This contractor shall be responsible for the removal, protection, and reinstallation of existing CCTV cameras during construction and for the installation of new ceiling tile.
3. Electrical & Low Voltage Demo:
- 3.1 Contractor to identify all circuits and de-energize before demolition work begins. Notify Construction Manager when areas are ready so the demolition crews can begin. Contractor will not be allowed to perform any electrical work while the systems are hot. Plan ahead and coordinate with Construction Manager so electrical work can progress smoothly. All panels that are energized must be indexed and locked.
  - 3.2 Contractor will be required to legally dispose of all fluorescent bulbs, ballast, and all hazardous material contained within electrical fixtures or equipment. These materials will not be allowed in the Bid Package #1 or Owners provided waste containers.
  - 3.3 This contractor shall be responsible for the removal and disposal of existing abandoned security cameras. Coordinate with CM and Owner for identification of security cameras to be removed.
  - 3.4 Contractor is responsible for temporary protection for any penetrations or demolition work that could leave construction or building exposed to damage.
  - 3.5 This contractor shall be responsible for the removal of all floor box blanking plates, locking nipples, adapters, and all associated components necessary for patching as shown in Detail 1 on E300. Filler plate, foam filler, and low density grout to be provided and installed by Bid Package #01. For the purpose of bidding, this contractor shall assume one hundred and fifty (150) locations for removal. This contractor shall provide unit prices for additional removal.

- 3.6 All cables and conductors abandoned as part of this project shall be removed back to panel by this contractor.
  - 3.7 This contractor shall be responsible for all electrical and low voltage demolition as defined in the contract documents.
4. Electrical and Low Voltage:
- 4.1 This Contractor shall be responsible for the procurement and installation of all electrical components as well as electrical demolition, installation, and connections required.
  - 4.2 It shall be the responsibility of this contractor to provide all cable management of all electrical cabling, piping, devices, and accessories necessary for installation of new construction as part of this project. This contractor shall coordinate with all other trades to ensure routing does not conflict with new construction.
  - 4.3 This contractor shall provide all new floor activations as shown on the contract documents. It shall be the responsibility of this contractor to complete all core drilling required for this scope of work.
  - 4.4 This Contractor shall be responsible for all core drilling required for this scope of work. This Contractor shall coordinate with abatement contractor to ensure all abatement is completed in area of core drills prior to proceeding with work.
  - 4.5 Contractor to furnish and install all building lighting systems, including but not limited to light fixtures, ballasts, lamps, exit lights, switches, connections to automation system, and temporary modification to circuits to accommodate construction.
  - 4.6 Contractor to furnish and install all power systems. This includes, but is not limited to breakers, fuses, conduit, circuits, receptacles, floor boxes, disconnects, and equipment connections.
  - 4.7 Contractor is responsible for painting all conduits in exposed spaces if it is installed after the painting is complete.
  - 4.8 Contractor shall be responsible for bonding and grounding of all electrical items as required in the contract documents.
  - 4.9 It will be the responsibility of this contractor to provide and install all retrofit kits for the existing light fixtures. This includes preparing the existing fixtures as identified in the contract documents. This contractor shall coordinate with abatement contractor to ensure all above ceiling HEPA vacuuming has taken place in the area of work prior to conducting any work above ceiling, removing ceiling tiles, or removing devices.
  - 4.10 Where the contract documents call for the relocation of lighting fixtures, it will be the responsibility of this contractor to relocate fixture and to coordinate with Bid Package #02 for disconnection and reconnection of ductwork.
  - 4.11 It will be the responsibility of this contractor to provide all power and connections for door access controls. Doors and equipment to be provided by Bid Package #01. A meeting is required between this contractor, Bid Package #1, DCI Group, and IWD to review door power requirements.
  - 4.12 **ALTERNATE #03** - If selected, this contractor shall provide all demolition of existing light fixtures and the procurement and installation of new light fixtures for the stairwells as defined in the contract documents.
  - 4.13 **ALTERNATE #04** - If selected, this contractor shall provide all demolition of existing light fixtures and the procurement and installation of new light fixtures for the restrooms as defined in the contract documents.
5. Fire Alarm:

- 5.1 Contractor shall be responsible to make provisions necessary to keep fire alarm system operational in Owner occupied areas. Contractor shall conduct all programming and fire alarm control panel work required to keep systems active in Owner occupied areas and terminated in Construction areas.
  - 5.2 This contractor shall be responsible for the removal, protection, and reinstallation of smoke detectors during construction activities. Smoke detectors shall remain active whenever feasible and when disconnected shall be reinstalled as soon as possible.
6. Technology:
- 6.1 Contractor to furnish, deliver and install all cabling systems, including but not limited to, voice and data cabling and terminations, information outlets, cabling pathways, testing, and labeling. Contractor shall submit proposed labeling system in EADOC through the typical submittal procedures and shall receive final approval prior to labeling.
  - 6.2 Contractor is responsible for testing of the low voltage systems.
  - 6.3 Contractor shall provide and install all supporting systems identified on the contract documents. This contractor shall be responsible for firestopping where required.
  - 6.4 Contractor shall be responsible for bonding and grounding of all telecommunications items as required in the contract documents.

**END OF SECTION 00 7403**

## SECTION 00 7401 BID PACKAGE #01 – GENERAL BUILDING CONSTRUCTION

### Iowa Workforce Development - 2nd & 3rd Floor Remodel

A. This Bid Package is responsible for the following Specification Sections in their entirety unless noted otherwise:

1. Division 00	PROCUREMENT AND CONTRACTING REQUIREMENTS
2. Division 01	GENERAL REQUIREMENTS
3. Division 02	EXISTING CONDITIONS
4. Division 03	CONCRETE
5. Division 06	WOOD, PLASTICS, AND COMPOSITES
6. Division 07	THERMAL AND MOISTURE PROTECTION
7. Division 08	OPENINGS
8. Division 09	FINISHES
9. Division 10	SPECIALTIES
10. Division 12	FURNISHINGS

B. The scope of work for this Bid Package shall include, but not necessarily be limited to the following:

1. General Instructions:

- 1.1. General Work Requirements 00 7301 and Special Work Requirement 00 7302 are requirements of this bid package.
- 1.2. It will be the responsibility of this contractor to complete all work associated in this bid package for the Iowa Workforce Development Project as identified in the drawings and specifications.
- 1.3. All personnel on site shall be aware of the existing asbestos containing materials and shall take all precautions to ensure no asbestos containing materials are disturbed. All personnel shall familiarize themselves with the Iowa Workforce Development Asbestos Protocol Procedures which can be found as part of Section 00 7303 Special Work Requirements. It will be the responsibility of each Prime Contractor to ensure their personnel and the personnel of their subcontractors and vendors are aware of this requirement.
- 1.4. Any and all layout required to complete this scope of work should be included in this bid package.
- 1.5. All plan dimension will need to be verified by this Contractor. This Contractor will be responsible for all on-site field measurements for fabrication.
- 1.6. This contractor will be responsible to provide portable generators or an alternate power source for tools and equipment that require a power source above 120V or not readily available at the location needed. No gas fueled generators will be allowed to be ran inside the building. Contractor shall provide self-contained bulk fuel storage and use approved fuel storage containers on site as required.
- 1.7. Furnish all anchors and fasteners as required to complete all installations.
- 1.8. It will be the responsibility of this Contractor to bring all areas affected by the demolition and construction activities, back to existing conditions. It is this contractor's responsibility to protect existing construction (gutters, roof, windows, and exterior façade) and vegetation to avoid damage.
- 1.9. Prior to the commencement of work, it will be the responsibility of this contractor, in cooperation with the Construction Manager, to fully inspect and provide to the Construction Manager a record of damaged conditions to existing conditions and devices that are to remain. Any damage that occurs during removal or installation will be replaced and/or repaired by this contractor at this contractor's expense. Provide all

- protection for adjacent surfaces to remain.
- 1.10. Any existing construction damaged by installation of this Contractor's work will be repaired by this Contractor to the satisfaction of DCI Group and DAS.
  - 1.11. This contractor is responsible for receiving, inspecting, and verifying the delivery of all material that is part of this Bid Package.
  - 1.12. This Contractor shall provide secure and waterproof storage and protection of all material provided in this bid package.
  - 1.13. Shutdowns of plumbing, mechanical, electrical, fire alarm, communications and technology systems shall be coordinated with the Construction Manager 48 hours in advance of work.
  - 1.14. This contractor shall be responsible to remove and reinstall ceilings as required for access during this work scope. Ceilings shall be put back in the condition they were found. This contractor will be responsible for damage incurred during this work scope and will be responsible for all cost of replacement deemed necessary by Owner. This contractor shall coordinate with Bid Packages 1-3 to confirm above ceiling abatement has been completed prior to any contractor conducting work above ceiling or removing ceiling tile.
  - 1.15. This Contractor shall provide final cleaning of the construction area at the completion of each phase. Perform final cleaning as defined in the contract documents. This includes, but is not limited to, wiping down all surfaces so they are free of dust, vacuuming, cleaning floors, cleaning glass, and interiors of windows.
  - 1.16. This contractor shall be responsible for the coordination and supervision of job site general cleanup with all prime contractors throughout the duration of project. This contractor shall notify the construction manager of any failure to comply with the job site cleanup plan by any prime contractor.
  - 1.17. This contractor will be responsible for general cleanup of dust, dirt, mud, and debris not identifiable as part of a Contract.
  - 1.18. For any alternates accepted, this contractor shall be responsible to complete all scope items addressed in this bid package that apply to the accepted alternate.
2. Temporary Needs:
- 2.1. This Contractor shall be liable to protect all openings made to the existing buildings envelope, as required for this bid package work, for the entire time work is being conducted until the new work scope is completed. This protection shall include but is not limited to protection against; rain, snow, wind infiltration, security and temperature fluctuations. Trade Contractor will maintain all weather protection provisions until permanent work is completed. All cost relating to damage incurred to existing facilities as a result of improper weather protection provisions will be borne by the Trade Contractor.
  - 2.2. This Contractor will be responsible for maintaining any staging area as identified in the bid documents. This staging area is to be used for staging, parking, materials, temporary toilets, dumpsters, etc. Staging area is to be brought back to pre-existing conditions at time of substantial completion. Staging Area to be determined by Owner and Construction Manager.
  - 2.3. It will be the responsibility of this Contractor to bring all areas affected by work in this bid package, back to existing conditions. This includes, but not limited to, all area gates/fencing that has been installed, dumpsters, concrete washout, existing sidewalk or slab edge protection, and staging areas.
  - 2.4. It will be the responsibility of this contractor to provide and maintain temporary restroom facilities for all bid packages in quantities sufficient to meet OSHA requirements for the duration of the project. The Owner's facilities will be off limits to all contractors.
  - 2.5. This Contractor shall provide labor, material, and equipment as required for temporary shoring/bracing if

- required for scope of work.
- 2.6. This Contractor will be responsible for construction of temporary walls as defined in the contract documents for area separations. This shall include the complete assembly from floor to ceiling grid including metal studs, sound batt insulation, and drywall. Contractor shall be aware that temporary walls will need constructed and deconstructed for each phase.
  - 2.7. It will be the responsibility of this Contractor to provide walk-off mats at all necessary locations to ensure dust and debris does not track from construction areas to finished areas of Owner occupied spaces. Walk-off mats shall be cleaned/replaced if tracking is occurring outside of the work areas and on a weekly basis at minimum. Coordinate with CM and Owner for final location of all walk-off mats.
  - 2.8. If necessary, this Contractor shall provide snow removal services at staging areas for access to dumpsters and restroom facilities. Owner shall provide snow removal to all existing pavement that is not part of construction or within staging areas.
  - 2.9. This Contractor to provide and maintain dumpster service for the duration of the project for ALL Contractors. No hazardous materials shall be allowed in the general construction dumpster and shall be contained in separate dumpsters provide by the contractor responsible for the removal of the hazardous material. Contractor shall coordinate with the construction manager and IWD staff for the placement of dumpsters.
  - 2.10. This Contractor shall coordinate with the Owner and CM for all required tag outs of the fire detection and alarm system.
3. Demolition:
- 3.1. It will be the responsibility of this Contractor to complete all demolition and salvage as related to their scope per the Contract Documents. This shall include, but not be limited too, furniture walls, vinyl wall covering, tile, doors and hardware, frames, window blinds, white boards, and signage. Demolition of ceiling tiles and carpet to be by Bid Package 04.
  - 3.2. Prior to the commencement of demolition, it will be the responsibility of this contractor, in cooperation with the Construction Manager, to fully inspect and provide to the Construction Manager a record of damaged conditions to existing construction and devices that are to remain. Any damage that occurs during demolition will be replaced and/or repaired by this contractor at this contractor's expense. Provide all protection for adjacent surfaces to remain.
  - 3.3. It will be the responsibility of this contractor to remove and store all items to be salvaged for Owner's use or for future install.
  - 3.4. This contractor is to provide a final cleaning for all adjacent surfaces after demolition work is complete.
  - 3.5. It will be the responsibility of this contractor to provide a clean, level surface for floor finishes. This may include, but necessarily limited to: scraping, grinding and filling floor voids.
4. Metal Studs and Drywall Scope:
- 4.1. Provide and install all metal stud framing. The contractor shall be responsible for the procurement and installation of all metal stud framing, including but not limited to, studs, deflection and slip tracks, acoustical ceiling wall track, and runner attachments to existing acoustical ceiling grid. Contractor shall utilize powder or pneumatic activated equipment for the installation of floor track and fasteners to avoid disturbance of existing flooring mastic.
  - 4.2. This contractor shall provide and install all in wall blocking as identified in the contract documents.
  - 4.3. Provide all gypsum wallboard and finishing as specified. Where writable wall coverings are to be installed a Level 5 finish of the drywall surface will be required.

- 4.4. Install acoustical sealants at drywall/stud/track intersections with acoustical ceiling track, deck, floors, or walls where required.
  - 4.5. Provide necessary insulation where required by this scope of work as part of all metal stud partitions/furred walls. This work includes ALL acoustical batt (hollow metal frame cavities included) insulation.
  - 4.6. This contractor shall provide finishing accessories including but not limited to, corner beads, edge trim, j-beads, and control joints.
  - 4.7. Furnish and install all wall expansion/control joints as required and per industry standards.
  - 4.8. Provide all openings/recesses in walls/ceilings for, but not limited to, toilet accessories specialties, access panels, fire extinguisher cabinets, mechanical and electrical block-outs/penetrations, or other items required by code along these walls. Mechanical and Electrical penetrations to be sealed by those respective bid packages. Coordinate with other trades to ensure cutouts for other trade penetrations conform to the required sealant tolerance specifications.
  - 4.9. This contractor will be responsible for scraping drywall mud from all concrete floors and removing their debris prior to flooring installation.
  - 4.10. This contractor will be responsible for anchoring wall framing to the hollow metal frames and verifying hollow metal frames remain plumb, level and square after drywall is installed and before doors are installed.
  - 4.11. This contractor will participate in a pre-construction meeting with the Construction Manager and all trades regarding drywall installation.
5. Painting and Wall Finishes Scope:
- 5.1. This contractor is responsible for filling any minor voids in the substrate to produce a smooth transition and appearance.
  - 5.2. This Bid Package includes painting of the following items – please note this is not a finite list:
    - 5.2.1. Interior drywall walls/partitions
    - 5.2.2. Hollow metal frames and doors
    - 5.2.3. Interior doors
    - 5.2.4. Grilles and diffusers
    - 5.2.5. Ceilings
    - 5.2.6. Acoustical ceiling grid that does not receive grid cap
    - 5.2.7. Wiremold
    - 5.2.8. Wall and ceiling devices as identified on contract documents.
  - 5.3. This Contractor is to protect adjacent surfaces from one's work. This contractor will be responsible from removing and cleaning any unintentional paint from adjacent surfaces. This includes all floors from wet and dry-fall paint.
  - 5.4. Provide all touch-up of minor damage or marred surfaces.
  - 5.5. This Contractor to caulk all dissimilar joints including but not limited to:
    - 5.5.1. Drywall
    - 5.5.2. Hollow metal frames
    - 5.5.3. Aluminum frames
    - 5.5.4. Dissimilar surfaces adjacent to painted surfaces
  - 5.6. This contractor shall be responsible for the installation of all writeable wall coverings. Contractor shall coordinate with CM and Architect prior to the installation of all writeable wall coverings to ensure appropriate finish has been installed.

6. Doors, Frames, Hardware and Glazing Scope

- 6.1. This contractor is responsible for providing and installing ALL new doors and frames, (aluminum, hollow metal, wood, etc.). Contractor shall protect new doors and frames from damage during all construction activities.
- 6.2. It will be the responsibility of this contractor to prep and repair all existing door frames to receive new doors.
- 6.3. This bid package to prepare all doors and frames for Owner provided hardware. Hardware will be provided by the Owner for contractor installation. This bid package shall coordinate with the construction manager and Owner for hardware selection and necessary door and frame preparations.
- 6.4. It will be the responsibility of this contractor to provide all electrical devices, request to exit devices, and power supplies for the doors to the electrical contractor for installation by that bid package. All conduits and boxes within frames to be provided by this contractor. A meeting is required between Bid Package #1 and Bid Package #3, DCI Group, and IWD to review door power requirements.
- 6.5. Provide all applicable wiring diagrams for electronic door hardware to Bid Package #3 prior to wall rough-in work.
- 6.6. All glazing in doors and sidelites to be completed by this bid package.
- 6.7. All hollow metal frames to be completely welded. Gaps in frame joints will NOT be accepted. Any gaps will be filled and ground down smooth to eliminate any bumps or rough edges prior to shipping out to site. If any frames on site still have these defects this contractor will be responsible for the repair of such to DCI Group's acceptance.
- 6.8. All glass stops in hollow metal frames to be factory installed. All corners where stops meet are to be flush, tight and clean. Field cutting and installation of window stops will NOT be accepted. This contractor to coordinate size of glass stops with glazing.
- 6.9. It will be the responsibility of this Contractor to supply and install a sufficient quantity of accurate door spreaders.
- 6.10. It will be the responsibility of this contractor to verify that all hollow metal frames are square and plumb during and after drywall installation prior to taping.
- 6.11. All door thresholds installed by this contractor to be set in a continuous bed of sealant.

7. Carpeting and Flooring Scope:

- 7.1. This contractor shall be responsible for all necessary processes to bring the existing sub-floors to a level condition. This includes either grinding/bushing and/or installing floor fill. This contractor shall not perform any work that will disturb the existing asbestos containing floor mastic that is located beneath the existing VCT tile which is located beneath the existing carpet.
- 7.2. This contractor shall be responsible for the patching of the abandoned floor boxes per Detail 1 on E300, including filler plate, foam filler, and low density grout. Bid Package #03 will be responsible for the removal of all abandoned components prior to infill and patching. For the purpose of bidding, this contractor shall assume one hundred and fifty (150) locations for infill. This contractor shall provide unit prices for additional infills.
- 7.3. Provide all necessary transition strips, metal edges, trim pieces, reducers, etc. to transition one's finish to an adjacent surface. All metal corners shall be eased to eliminate sharp edges.
- 7.4. Furnish and Install are carpeting as specified in the bid documents.
- 7.5. Furnish and install waterproof and crack isolation membrane at all construction and control joints located in floors.
- 7.6. It will be the responsibility of this contractor to furnish and install all wall base as specified in the bid documents.



8. Ceramic and Porcelain Tile Scope:

- 8.1. It will be the responsibility of this contractor to provide all wall and floor tile. This includes all aluminum edge protection trim, caulking of tile to aluminum edge protection trim, mortar, grout, thin-set and waterproofing.
- 8.2. ALTERNATE #04 - It will be the responsibility of this contractor provide all grout repair and final cleaning of tile in restrooms. Contractor shall coordinate with the Architect for final locations for repair.

9. Acoustical Ceilings Scope:

- 9.1. This contractor is responsible for furnishing and installing the grid cap over existing ceiling grid track.
- 9.2. This contractor shall be responsible for the installation of all grid repairs, grid tees, and grid wall mold as identified on the contract documents.
- 9.3. This contractor is responsible for installation of new ceiling tile. Removal of existing ceiling tile to be completed by Bid Package #04.

10. Window Coverings:

- 10.1. It will be the responsibility of this contractor to remove and dispose of existing window coverings.
- 10.2. It will be the responsibility of this contractor to furnish and install the window head detail 8 and 13 on A400 (insulation, plywood, break metal)
- 10.3. It will be the responsibility of this contractor to furnish and install new window furnishing as specified in the bid documents.

**END OF SECTION 00 7402**

**SECTION 00 4110 - BID FORMS**

Bids for construction contracts must be submitted on an original copy of the attached bid form.  
**Only bids on these forms will be accepted.**

**PLEASE NOTE: BIDS MUST BE SUBMITTED ON THE CORRECT PACKAGE:**

**BID PACKAGE #01 General Construction**

**BID PACKAGE #02 Mechanical**

**BID PACKAGE #03 Electrical, Technology, & Fire Alarm**

**BID PACKAGE #04 Abatement**

## BID PACKAGE #01 - GENERAL CONSTRUCTION

TO: State of Iowa - Department of Administrative Services [herein called "Owner"]  
FROM: \_\_\_\_\_ (Contractor's Name)  
DATE: \_\_\_\_\_

In compliance with the Invitation to Bid and the proposed Contract Documents relating to the:

**IWD – 2<sup>nd</sup> & 3<sup>rd</sup> Floor Remodel  
DAS PROJECT NO. 8903.00  
RFB # 0217335035**

1. The undersigned Bidder, in response to your Invitation to Bid for construction of the above project, having examined the Drawings, Specifications and other Bidding Documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials and supplies, and to construct the project in accordance with the proposed Contract Documents, within the time set forth therein, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the proposed Contract Documents, of which this bid is a part.

Bidder acknowledges receipt of the following Addenda which are a part of the Bidding Documents:  
Numbers \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.

For complete Construction as described in the Bidding Documents:

**BASE BID – COMPLETE WORK:** Bidder agrees to perform all work shown or specified in the bidding documents, exclusive of Alternate Bids, but including Allowances as outlined in Division 1 Section "Allowances," for the Sum of:

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )

All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**ALTERNATE #1 – Level 2 East Scope:** Bidder agrees to perform all work shown or specified in the bidding documents for ALTERNATE #1.

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )

All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**ALTERNATE #2 – Level 2 West Scope:** Bidder agrees to perform all work shown or specified in the bidding documents for ALTERNATE #2.

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )

All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**ALTERNATE #3 – Stairway Finishes and Lighting Replacement:** Bidder agrees to perform all work shown or specified in the bidding documents for ALTERNATE #3.

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )

All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**ALTERNATE #4 – Restroom Finishes and Lighting Replacement:** Bidder agrees to perform all work shown or specified in the bidding documents for ALTERNATE #4.

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )

All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**UNIT PRICE #1 – Floor Activation Patching:** Bidder agrees to perform all work shown or specified in the bidding documents at the below add or deduct for the Floor Activation Patching shown on Detail #1 on E300 of the construction drawings. Actual quantities above or below the base bid quantity to be identified by Owner/CM/Design Professional.

ADD \_\_\_\_\_ / DEDUCT \_\_\_\_\_ dollars (ADD \$ \_\_\_\_\_ / DEDUCT \$ \_\_\_\_\_ )

All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**UNIT PRICE #2 – Additional Abatement:** Bidder agrees to perform all work shown or specified in the bidding documents for additional abatement of 2'x2' sections of asbestos containing VCT floor mastic. Actual quantities above the base bid quantity to be identified by Owner/CM/Design Professional.

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )

2. The undersigned Bidder states that full compliance with the proposed Contract Documents is maintained in this bid.
3. Bidder agrees that this bid shall be good and may not be withdrawn for a period of sixty (60) calendar days after the public opening and reading of the bids.
4. Bidder understands that the Owner reserves the right to reject any and all bids, waive irregularities or technicalities in any bid, and accept any bid in whole or in part which it deems to be in its best interest.
5. Accompanying this bid is the Bid Security required by the Bidding Documents, the same being subject to forfeiture, in the event of default by the undersigned, in accordance with terms of the Bidding Documents.
6. Notice of acceptance, or request for additional information, may be addressed to the undersigned Bidder at the address set forth below.
7. The Bidder agrees to complete the work within the schedule of completion stated in the Bidding Documents. It is paramount that the successful, responsible contractor, adhere to the project schedule to achieve the following Substantial Completion dates:
  - a. Project Substantial Completion Date: 7/25/2017

Failure to do so may require the State to incur additional costs in order to accommodate scheduled events at the Iowa Veterans Home. If additional costs are incurred to accommodate such events, the contactor would be assessed these actual charges. The Architect will determine Substantial Completion.

The contactor will not be charged with actual damages when the delay in Substantial Completion is beyond the control and without fault or negligence of the contractor. Written documentation indicating the reason for extension of the Substantial Completion date must be provided by the contractor, within 10 days of such an event, and approved by the Owner and Owner's Architect and Construction Manager.

SIGN HERE:

\_\_\_\_\_  
Signature of Bidder

\_\_\_\_\_  
Title

**Note:** If bidder is a corporation, set forth the legal name of the corporation together with the signature of the officer or officers authorized to sign contracts on behalf of the corporation. If bidder is a partnership, set forth the name of the firm together with the signature of the partner or partners authorized to sign contracts on behalf of the partnership.

BUSINESS ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

IOWA REGISTRATION NO.:

\_\_\_\_\_

TELEPHONE NO:

\_\_\_\_\_

EMAIL ADDRESS:

\_\_\_\_\_

## BID PACKAGE #02 Mechanical Work

TO: State of Iowa - Department of Administrative Services [herein called "Owner"]  
FROM: \_\_\_\_\_ (Contractor's Name)  
DATE: \_\_\_\_\_

In compliance with the Invitation to Bid and the proposed Contract Documents relating to the:

**IWD – 2<sup>nd</sup> & 3<sup>rd</sup> Floor Remodel  
DAS PROJECT NO. 8903.00  
RFB # 0217335035**

1. The undersigned Bidder, in response to your Invitation to Bid for construction of the above project, having examined the Drawings, Specifications and other Bidding Documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials and supplies, and to construct the project in accordance with the proposed Contract Documents, within the time set forth therein, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the proposed Contract Documents, of which this bid is a part.

Bidder acknowledges receipt of the following Addenda which are a part of the Bidding Documents:  
Numbers \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.

For complete Construction as described in the Bidding Documents:

**BASE BID – COMPLETE WORK:** Bidder agrees to perform all work shown or specified in the bidding documents, exclusive of Alternate Bids, but including Allowances as outlined in Division 1 Section "Allowances," for the Sum of:

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )

All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**ALTERNATE #1 – Level 2 East Scope:** Bidder agrees to perform all work shown or specified in the bidding documents for ALTERNATE #1

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )

All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**ALTERNATE #2 – Level 2 West Scope:** Bidder agrees to perform all work shown or specified in the bidding documents for ALTERNATE #2

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )  
All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**ALTERNATE #3 – Stairway Finishes and Lighting Replacement:** Bidder agrees to perform all work shown or specified in the bidding documents for ALTERNATE #3

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )  
All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**ALTERNATE #4 – Restroom Finishes and Lighting Replacement:** Bidder agrees to perform all work shown or specified in the bidding documents for ALTERNATE #4

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )  
All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**UNIT PRICE #1 – Floor Activation Patching:** Bidder agrees to perform all work shown or specified in the bidding documents at the below add or deduct for the Floor Activation Patching shown on Detail #1 on E300 of the construction drawings. Actual quantities above or below the base bid quantity to be identified by Owner/CM/Design Professional.

ADD \_\_\_\_\_ / DEDUCT \_\_\_\_\_ dollars (ADD \$ \_\_\_\_\_ / DEDUCT \$ \_\_\_\_\_ )  
All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**UNIT PRICE #2 – Additional Abatement:** Bidder agrees to perform all work shown or specified in the bidding documents for additional abatement of 2'x2' sections of asbestos containing VCT floor mastic. Actual quantities above the base bid quantity to be identified by Owner/CM/Design Professional.

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )  
All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

2. The undersigned Bidder states that full compliance with the proposed Contract Documents is maintained in this bid.
3. Bidder agrees that this bid shall be good and may not be withdrawn for a period of sixty (60) calendar days after the public opening and reading of the bids.
4. Bidder understands that the Owner reserves the right to reject any and all bids, waive irregularities or technicalities in any bid, and accept any bid in whole or in part which it deems to be in its best interest.
5. Accompanying this bid is the Bid Security required by the Bidding Documents, the same being subject to forfeiture, in the event of default by the undersigned, in accordance with terms of the Bidding Documents.
6. Notice of acceptance, or request for additional information, may be addressed to the undersigned Bidder at the address set forth below.
7. The Bidder agrees to complete the work within the schedule of completion stated in the Bidding Documents. It is paramount that the successful, responsible contractor, adhere to the project schedule to achieve the following Substantial Completion dates:
  - a. Project Substantial Completion Date: 7/25/2017

Failure to do so may require the State to incur additional costs in order to accommodate scheduled events at the Iowa Veterans Home. If additional costs are incurred to accommodate such events, the contactor would be assessed these actual charges. The Architect will determine Substantial Completion.

The contactor will not be charged with actual damages when the delay in Substantial Completion is beyond the control and without fault or negligence of the contractor. Written documentation indicating the reason for extension of the Substantial Completion date must be provided by the contractor, within 10 days of such an event, and approved by the Owner and Owner's Architect and Construction Manager.

SIGN HERE:

\_\_\_\_\_  
Signature of Bidder

\_\_\_\_\_  
Title

**Note:** If bidder is a corporation, set forth the legal name of the corporation together with the signature of the officer or officers authorized to sign contracts on behalf of the corporation. If bidder is a partnership, set forth the name of the firm together with the signature of the partner or partners authorized to sign contracts on behalf of the partnership.

BUSINESS ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

IOWA REGISTRATION NO.:

\_\_\_\_\_

TELEPHONE NO:

\_\_\_\_\_

EMAIL ADDRESS:

\_\_\_\_\_



## BID PACKAGE #03 Electrical, Technology, & Fire Alarm

TO: State of Iowa - Department of Administrative Services [herein called "Owner"]  
FROM: \_\_\_\_\_ (Contractor's Name)  
DATE: \_\_\_\_\_

In compliance with the Invitation to Bid and the proposed Contract Documents relating to the:

**IWD – 2<sup>nd</sup> & 3<sup>rd</sup> Floor Remodel**  
**DAS PROJECT NO. 8903.00**  
**RFB # 0217335035**

1. The undersigned Bidder, in response to your Invitation to Bid for construction of the above project, having examined the Drawings, Specifications and other Bidding Documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials and supplies, and to construct the project in accordance with the proposed Contract Documents, within the time set forth therein, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the proposed Contract Documents, of which this bid is a part.

Bidder acknowledges receipt of the following Addenda which are a part of the Bidding Documents:  
Numbers \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.

For complete Construction as described in the Bidding Documents:

**BASE BID – COMPLETE WORK:** Bidder agrees to perform all work shown or specified in the bidding documents, exclusive of Alternate Bids, but including Allowances as outlined in Division 1 Section "Allowances," for the Sum of:

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )

All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**ALTERNATE #1 – Level 2 East Scope:** Bidder agrees to perform all work shown or specified in the bidding documents for ALTERNATE #1

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )

All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**ALTERNATE #2 – Level 2 West Scope:** Bidder agrees to perform all work shown or specified in the bidding documents for ALTERNATE #2

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )  
All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**ALTERNATE #3 – Stairway Finishes and Lighting Replacement:** Bidder agrees to perform all work shown or specified in the bidding documents for ALTERNATE #3

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )  
All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**ALTERNATE #4 – Restroom Finishes and Lighting Replacement:** Bidder agrees to perform all work shown or specified in the bidding documents for ALTERNATE #4

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )  
All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**UNIT PRICE #1 – Floor Activation Patching:** Bidder agrees to perform all work shown or specified in the bidding documents at the below add or deduct for the Floor Activation Patching shown on Detail #1 on E300 of the construction drawings. Actual quantities above or below the base bid quantity to be identified by Owner/CM/Design Professional.

ADD \_\_\_\_\_ / DEDUCT \_\_\_\_\_ dollars (ADD \$ \_\_\_\_\_ / DEDUCT \$ \_\_\_\_\_ )  
All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**UNIT PRICE #2 – Additional Abatement:** Bidder agrees to perform all work shown or specified in the bidding documents for additional abatement of 2'x2' sections of asbestos containing VCT floor mastic. Actual quantities above the base bid quantity to be identified by Owner/CM/Design Professional.

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )

2. The undersigned Bidder states that full compliance with the proposed Contract Documents is maintained in this bid.
3. Bidder agrees that this bid shall be good and may not be withdrawn for a period of sixty (60) calendar days after the public opening and reading of the bids.
4. Bidder understands that the Owner reserves the right to reject any and all bids, waive irregularities or technicalities in any bid, and accept any bid in whole or in part which it deems to be in its best interest.
5. Accompanying this bid is the Bid Security required by the Bidding Documents, the same being subject to forfeiture, in the event of default by the undersigned, in accordance with terms of the Bidding Documents.
6. Notice of acceptance, or request for additional information, may be addressed to the undersigned Bidder at the address set forth below.
7. The Bidder agrees to complete the work within the schedule of completion stated in the Bidding Documents. It is paramount that the successful, responsible contractor, adhere to the project schedule to achieve the following Substantial Completion dates:
  - a. Project Substantial Completion Date: 7/25/2017

Failure to do so may require the State to incur additional costs in order to accommodate scheduled events at the Iowa Veterans Home. If additional costs are incurred to accommodate

such events, the contactor would be assessed these actual charges. The Architect will determine Substantial Completion.

The contactor will not be charged with actual damages when the delay in Substantial Completion is beyond the control and without fault or negligence of the contractor. Written documentation indicating the reason for extension of the Substantial Completion date must be provided by the contractor, within 10 days of such an event, and approved by the Owner and Owner's Architect and Construction Manager.

SIGN HERE:

\_\_\_\_\_  
Signature of Bidder

\_\_\_\_\_  
Title

**Note:** If bidder is a corporation, set forth the legal name of the corporation together with the signature of the officer or officers authorized to sign contracts on behalf of the corporation. If bidder is a partnership, set forth the name of the firm together with the signature of the partner or partners authorized to sign contracts on behalf of the partnership.

BUSINESS ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

IOWA REGISTRATION NO.:

\_\_\_\_\_

TELEPHONE NO:

\_\_\_\_\_

EMAIL ADDRESS:

\_\_\_\_\_

## BID PACKAGE #04 Abatement

TO: State of Iowa - Department of Administrative Services [herein called "Owner"]  
FROM: \_\_\_\_\_ (Contractor's Name)  
DATE: \_\_\_\_\_

In compliance with the Invitation to Bid and the proposed Contract Documents relating to the:

**IWD – 2<sup>nd</sup> & 3<sup>rd</sup> Floor Remodel  
DAS PROJECT NO. 8903.00  
RFB # 0217335035**

- The undersigned Bidder, in response to your Invitation to Bid for construction of the above project, having examined the Drawings, Specifications and other Bidding Documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials and supplies, and to construct the project in accordance with the proposed Contract Documents, within the time set forth therein, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the proposed Contract Documents, of which this bid is a part.

Bidder acknowledges receipt of the following Addenda which are a part of the Bidding Documents:  
Numbers \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.

For complete Construction as described in the Bidding Documents:

**BASE BID – COMPLETE WORK:** Bidder agrees to perform all work shown or specified in the bidding documents, exclusive of Alternate Bids, but including Allowances as outlined in Division 1 Section "Allowances," for the Sum of:

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )

All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**ALTERNATE #1 – Level 2 East Scope:** Bidder agrees to perform all work shown or specified in the bidding documents for ALTERNATE #1

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )

All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**ALTERNATE #2 – Level 2 West Scope:** Bidder agrees to perform all work shown or specified in the bidding documents for ALTERNATE #2

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )

All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**ALTERNATE #3 – Stairway Finishes and Lighting Replacement:** Bidder agrees to perform all work shown or specified in the bidding documents for ALTERNATE #3

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )

All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**ALTERNATE #4 – Restroom Finishes and Lighting Replacement:** Bidder agrees to perform all work shown or specified in the bidding documents for ALTERNATE #4

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )

All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**UNIT PRICE #1 – Floor Activation Patching:** Bidder agrees to perform all work shown or specified in the bidding documents at the below add or deduct for the Floor Activation Patching shown on Detail #1 on E300 of the construction drawings. Actual quantities above or below the base bid quantity to be identified by Owner/CM/Design Professional.

ADD \_\_\_\_\_ / DEDUCT \_\_\_\_\_ dollars (ADD \$ \_\_\_\_\_ / DEDUCT \$ \_\_\_\_\_ )

All amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words will govern.

**UNIT PRICE #2 – Additional Abatement:** Bidder agrees to perform all work shown or specified in the bidding documents for additional abatement of 2'x2' sections of asbestos containing VCT floor mastic. Actual quantities above the base bid quantity to be identified by Owner/CM/Design Professional.

\_\_\_\_\_ dollars ( \$ \_\_\_\_\_ )

2. The undersigned Bidder states that full compliance with the proposed Contract Documents is maintained in this bid.
3. Bidder agrees that this bid shall be good and may not be withdrawn for a period of sixty (60) calendar days after the public opening and reading of the bids.
4. Bidder understands that the Owner reserves the right to reject any and all bids, waive irregularities or technicalities in any bid, and accept any bid in whole or in part which it deems to be in its best interest.
5. Accompanying this bid is the Bid Security required by the Bidding Documents, the same being subject to forfeiture, in the event of default by the undersigned, in accordance with terms of the Bidding Documents.
6. Notice of acceptance, or request for additional information, may be addressed to the undersigned Bidder at the address set forth below.
7. The Bidder agrees to complete the work within the schedule of completion stated in the Bidding Documents. It is paramount that the successful, responsible contractor, adhere to the project schedule to achieve the following Substantial Completion dates:
  - b. Project Substantial Completion Date: 7/25/2017

Failure to do so may require the State to incur additional costs in order to accommodate scheduled events at the Iowa Veterans Home. If additional costs are incurred to accommodate

such events, the contactor would be assessed these actual charges. The Architect will determine Substantial Completion.

The contactor will not be charged with actual damages when the delay in Substantial Completion is beyond the control and without fault or negligence of the contractor. Written documentation indicating the reason for extension of the Substantial Completion date must be provided by the contractor, within 10 days of such an event, and approved by the Owner and Owner's Architect and Construction Manager.

SIGN HERE:

\_\_\_\_\_  
Signature of Bidder

\_\_\_\_\_  
Title

**Note:** If bidder is a corporation, set forth the legal name of the corporation together with the signature of the officer or officers authorized to sign contracts on behalf of the corporation. If bidder is a partnership, set forth the name of the firm together with the signature of the partner or partners authorized to sign contracts on behalf of the partnership.

BUSINESS ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

IOWA REGISTRATION NO.:

\_\_\_\_\_

TELEPHONE NO:

\_\_\_\_\_

EMAIL ADDRESS:

\_\_\_\_\_

Iowa Workforce Development  
2<sup>nd</sup> & 3<sup>rd</sup> Floor Remodel  
Des Moines, Iowa

OPN No. 16.8220.00  
04/25/17

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**SECTION 00 1113 – INVITATION TO BID**

NOTICE IS HEREBY GIVEN: That sealed bids will be received at the Iowa Department of Administrative Services, GSE-Procurement Services, Hoover State Office Building, Level 3, 1305 E Walnut Street, Des Moines, Iowa 50319-0105, until 2:00 p.m. CST on the 18<sup>th</sup> day of May, 2017. Bids received after this time will not be accepted. Bids will be publicly opened and read aloud at the above noted time. All bidders are welcome to attend.

The bid is for Multiple Prime Contractor packages to complete the following: demo, general construction, lighting retro-fits, mechanical work, etc. per the Contract Documents.

**Bid Packages:**

Bid Package #1 General Construction  
Bid Package #2 Mechanical Work  
Bid Package #3 Electrical Work  
Bid Package #4 Abatement

Plans and Specifications governing the construction of the proposed work have been prepared by OPN Architects of Des Moines, IA. Bidding Documents will be available by April 25<sup>th</sup>, 2017 at Rapids Reproduction, Inc. at 1980 N.W. 94th St., Clive, Iowa 50325, Ph 515-251-3222. Alternatively, Bid Documents can be viewed online at <http://www.rapidsrepro.com/>. Project Documents will be loaned to qualified bidders upon receipt of either a Master Builders of Iowa non-cash deposit card, or a check for fifty dollars (\$50.00) per set. Deposit checks will be refunded if documents are returned to Rapids Reproduction, Inc. within fourteen (14) days after the bid due date. Checks are to be made out to Rapids Reproductions. Bid security in the amount of 5% of the total bid must accompany each Bid in accordance with the Instruction to Bidders. The successful bidder shall be required to furnish a Performance Bond and a Payment Bond, each in an amount equal to the Bid, guaranteeing faithful performance of the Contract. No bidder may withdraw its bid for a period of sixty [60] business days after the date and hour set for opening of bids.

The award of the contract may be made by the State Design & Construction Resources Bureau to any responsive, responsible bidder or bidders offering suitable supplies, equipment and/or service at the lowest price taking into consideration the quality of material or service in the best interest of the State of Iowa Design & Construction Resources Bureau. The right is reserved to reject any and all bids, or any part thereof, and to waive informalities, and to enter into such contract as shall be deemed in the best interest of the State of Iowa Design & Construction Resources Bureau.

END OF SECTION 00 1113



Iowa Workforce Development  
2<sup>nd</sup> & 3<sup>rd</sup> Floor Remodel  
Des Moines, Iowa

OPN No. 16.8220.00  
04/25/17

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PUBLIC NOTICE  
Iowa Workforce Development 2<sup>nd</sup> & 3<sup>rd</sup> Floor Remodel, Des Moines, Iowa  
IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES  
Request for Bids, RFB # 0217335035

The project consists of remodeling of the 2<sup>nd</sup> and 3<sup>rd</sup> Floors of the Iowa Workforce Development Building which includes; demolition of existing office walls/flooring, new wall framing, carpeting, ceiling tile replacement, lighting retro-fits, and new grilles located in Des Moines, Iowa

Bid Package #1 - General Construction  
Bid Package #2 - Mechanical Work  
Bid Package #3 - Electrical Work  
Bid Package #4 - Abatement

Base Bid

1. 3<sup>rd</sup> Floor East and West Scope

Alternates

1. Alternate #1 - 2<sup>nd</sup> Floor East Scope
2. Alternate #2 - 2<sup>nd</sup> Floor West Scope
3. Alternate #3 - Stairway Finishes and Lighting Replacement
4. Alternate #4 - Restroom Finishes and Lighting Replacement

Target dates: Project Awarded May 2017, Substantial Completion of Base Bid August 2018.

**Sealed bids will be received on or before 2:00 PM (Central Time) Thursday, May 18<sup>th</sup>, 2017** at the Iowa Department of Administrative Services, GSE-Procurement Services, Hoover State Office Building, Level 3, 1305 E Walnut Street, Des Moines, Iowa 50319-0105. Late bids or faxed bids and bids printed off the DAS internet site will not be considered and shall be returned to the bidder unopened.

**A Site Tour/ Pre-Bid Conference will be held Tuesday, May 2<sup>nd</sup>, 2017, at 10:00 AM.** Please meet at the Lobby of the Iowa Workforce Building, 1000 E Grand, Des Moines, Iowa 50309.

Bid security (5% of the bid amount) is required, in the form of a bid bond (preferred) or certified/cashiers check payable to the IA Dept of Administrative Services.

Plans, Specifications, and Bid Forms for the project will be available by April 25<sup>th</sup>, 2017 at Rapids Reproduction, Inc. at 1980 N.W. 94<sup>th</sup> St., Clive, Iowa 50325, Ph 515-251-3222. Alternatively, Bid Documents can be viewed online at <http://www.rapidsrepro.com/>. Project Documents will be loaned to qualified bidders upon receipt of either a Master Builders of Iowa non-cash deposit card, or a check for fifty dollars (\$50.00) per set. Deposit checks will be refunded if documents are returned to Rapids Reproduction, Inc. within fourteen (14) days after the bid due date. Checks are to be made out to Rapids Reproductions.

For further information, contact:  
Randall Stapp, Purchasing Agent III  
Iowa Department of Administrative Services  
GSE- Procurement Services  
Hoover Building – 3rd Floor  
PH (515) 242-5005  
email: [randall.stapp@iowa.gov](mailto:randall.stapp@iowa.gov)

Iowa Workforce Development  
2<sup>nd</sup> & 3<sup>rd</sup> Floor Remodel  
Des Moines, Iowa

OPN No. 16.8220.00  
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