

# Addendum 02 for RFB948500-01

Project Name: SHB Archives Storage Renovation  
DAS RFQ#: 948500-01  
DAS Project #: 9485.00  
Date: 11/14/25

## Quotes Due: November 20th at 2:00 pm

### Contents:

- Cover Page, Clarifications and Questions (2 pages)
- Pre-Bid Meeting Minutes and Sign In Sheet (12 pages)
- Contract Summary (8 pages) –
  - 1.09, A, 20 BP #1 Removed auto operator allowance scope from BP #1, this is in BP #2 scope to coordinate.
- 01 1202 – Special Work Requirements – Updated to include dates that will impact contractors ability to use demo/construction path #1 and dates that will have noise restrictions. See below.
  - **SCHEDULE OF EVENTS:**
    - There are events scheduled at The State Historical Building that will impact contractor's ability to use demo/construction path #1 through the atrium space, contractor will have to use demo/construction path #2 as outlined on sheet G-100. See dates below.
      - April 17<sup>th</sup> and 20<sup>th</sup>
      - April 24<sup>th</sup> and 27<sup>th</sup>
    - There are events scheduled at The State Historical Building that have noise restrictions. Contractors shall anticipate that they will not be able to perform excessively loud work during this time. If an issue with noise arises, contractors will be asked to leave. See dates below.
      - April 8<sup>th</sup>
- Substitution Requests
  - Option 1: USG Mars High-NRC #88290 (95 NRC) - Approved
  - Option 2: USG Mars High-NRC #88139 (90 NRC) – Rejected
  - Lighting Fixtures & Lighting Controls – To be addressed in a future addendum.
    - See attached for approved/rejected request forms
- Updated Drawing Sheet AD101 (1 Page)
  - Demo note that suggested there was carpeted walls in the room north of the keynotes in the Digitization lab have been updated.
  - Concrete Removals for new plumbing piping has been updated to show removals necessary for slab on grade and for slab west of expansion joint.

### Clarifications:

- City permits are required for dumpster.
- Electrical Permit will be required
- Midwest Storage Solutions (Shelving Contractor) will remove the raised subfloor for HDMS. It is not part of these bid packages.
- Windows in archives storage space with ACM sealants will be removed by separate abatement contractor.
- Concrete floors be sealed everywhere before new shelving goes in.
- Work in the Digitization Lab and west storage can start sooner
- Vibration Monitoring will be done during shelving removal, plumbing modifications and installation of track for HDMS units. Will have to review Jackhammering concrete closely during removals for plumbing which was an issue on past projects at SHB
- DCI Group to coordinate/provide materials/installation for protection of spaces in the basement below archives storage area with the State Historical Building. Contractors are responsible for providing details/input on timing of this work with at least three days notice so that it can be scheduled.

**Questions:**

- Would you entertain a lump sum bid inclusive of all three bid packages for this project?
  - No, we are not going to provide a combined bid package option.
  
- Will there be existing fire sprinkler as-builts provided for the areas relating to fire sprinkler work. If not, I will need to go back and survey each piece of sprinkler pipe, sizes, lengths of pipe, quantity of heads, etc.
  - Yes, existing fire sprinkler As-Builts are available and will be provided to contractor.
  
- It calls out to install concealed fire sprinkler heads. However, in the digitization lab there are currently semi- recessed heads in the existing hard lids. The hard lids are not being demoed. If they are wanting to have concealed sprinkler heads, Then the general contractor will need to demo out the existing hard lids so we can access the sprinkler pipe. The reason for this is because the concealed sprinkler heads take out more than semi-recessed so the drops would need to be cut back to make the concealed heads work.
  - There are no issues installing semi recessed (matching existing) to avoid additional work to the ceiling.

## RFB Pre-Bid Minutes: Meeting #1

**Meeting Date** Nov 12, 2025 **Meeting Time** 11:00 am - 12:00 pm Central Time (US & Canada)

**Meeting Location**

**Overview** Meeting to allow prospective bidders to visit the site, when possible, and learn more about the project.

**Notes**

**Attachments**

### Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Barbara Bendon	DAS Space Management & Leasing Division	P: (515) 281-8887	barbara.bendon@iowa.gov	Absent
Sam Escherich	DCI Group	P: (515) 244-5043	same@dcigroup-us.com	Absent
Travis Hoyle	DCI Group	P: (515) 244-5043	travish@dcigroup-us.com	Present
Michael Steen	DCI Group	P: (515) 244-5043	michaels@dcigroup-us.com	Present
Eric Neuhaus	Neumann Monson PC	P: (515) 393-5340	eneuhaus@neumannmonson.com	Present
Brian Warthen	Neumann Monson PC	P: (515) 393-5333	bwarthen@neumannmonson.com	Present
Anthony Jahn	State Historical Society of Iowa - DAS	P: (515) 281-4895	anthony.jahn@iowa.gov	Present
Brandon Adams	State of Iowa - Department of Administrative Services		brandon.adams@iowa.gov	Present

### Introduction

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Introductions				Open
		<b>Description</b> Attendees not in Procure				

### Project Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Project Description				Open
<p><b>Description</b></p> <ol style="list-style-type: none"> <li>1.             <ol style="list-style-type: none"> <li>1. <b>Bid Package #01</b> - General Construction - Trade Contractor shall include all of the following, but not limited to, as part of the contract:                 <ol style="list-style-type: none"> <li>1. This contractor shall be responsible for all general construction activities including carpentry, casework, countertops, and finishes.</li> <li>2. This contractor shall be responsible for all painting. This shall include but not limited to painting of:                     <ol style="list-style-type: none"> <li>1. Ceilings</li> <li>2. Walls</li> <li>3. Exposed columns and structure</li> <li>4. Exposed conduits, back boxes, junction boxes, and piping</li> <li>5. New and existing frames and door panels.</li> <li>6. Existing louver</li> <li>7. Sprinkler piping</li> </ol> </li> <li>3. This contractor shall coordinate with Bid Package #02 on electrical and low voltage rough-in requirements for casework. Electrical and low voltage devices to be installed by Bid Package #02. Penetrations through casework and countertops to be provided by Bid Package #01.</li> <li>4. Wall construction, blocking, substrate, and finishes required for countertop and casework construction shall be completed by this bid package.</li> <li>5. This contractor shall be responsible for all countertop openings.</li> <li>6. This contractor shall be responsible for the installation of new ceiling grid and tile. This shall include ceiling tile at sprinkler head locations. Coordinate with Bid Package #3 sprinkler contractor for coordination of new sprinkler head install.</li> <li>7. This contractor shall be responsible for grinding existing concrete flooring to level within high density shelving system standards. Contractor shall provide a unit price for grinding and/or filling existing concrete to be billed against concrete grinding allowance.</li> <li>8. Include lump sum Allowance of \$25,000.00 for concrete grinding. Contractor to submit invoices, delivery slips, and/or time sheets to show actual quantities to be signed off by construction manager at time of execution/delivery.</li> <li>9. Contractor shall include filling minor voids or damage in concrete floor slab resulting from removal of casework, wall, fixtures, shelving, or others</li> <li>10. This contractor shall be responsible for sealing the entire concrete floor. Sealing shall take place only after all slab grinding and repairs are completed and the floor has been deemed acceptable by the designer and high density shelving provider.</li> <li>11. This contractor shall be responsible for all demolition excluding demolition specifically called out in other bid packages. This includes but is not limited to; walls, doors, frames, ceilings, carpet, and wall base to be salvaged. High density shelving units will be by others.</li> <li>12. Contractor shall utilize the temporary protection and demolition routes as identified on G-100. Contractor shall immediately cleanup and debris along demolition routes to dumpster. This Contractor shall install elevator blankets for the two passenger elevators and maintain them throughout the project. Plywood flooring for demolition route to be provided by others. Contractor shall be aware that the demolition path, Option #1, through the atrium will be unavailable for our use during the following day(s) 4/17/26, 4/20/26, 4/24/26 and 4/27/26 and the Owner reserves the right to stop use of this pathway at any time due to activities at the Historical Building.</li> </ol> </li> </ol> </li> </ol>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
			<ol style="list-style-type: none"> <li>13. This Contractor shall be responsible for removing portions of existing concrete slab for new underfloor piping, per keynote #D11 on AD101, Coordinate with Bid Package #2 as necessary. All saw cutting shall be wet cut and dust minimized and contained within immediate area of work</li> <li>14. This Contractor shall be responsible for patching back concrete for new underfloor piping, Coordinate with BP #2 as necessary.</li> <li>15. This contractor shall be responsible for providing dumpsters(s) for bid packages #1, #2 and #3. Dumpsters are anticipated to be located within street public parking. Contractor shall coordinate permitting requirements with the City of Des Moines.</li> <li>16. This contractor shall be responsible for the patching of walls abutting the walls called for demolition.</li> <li>17. This contractor shall be responsible for the floor transition ramp outlined in detail D4 on sheet A-501.</li> <li>18. This contractor shall be responsible for providing and installing L-1 flooring for High Density Shelving. Flooring contractor to coordinate phasing, installation, and flooring thickness with Midwest Storage Solutions Inc for flooring materials to be installed within the footprint of the High Density Shelving built up floor and ramp. Built up floor and ramp provided and installed by Midwest Storage Solutions to be constructed of ¾" underlayment grade plywood panels to raise finished floor to top of rail. Floor to have integrated leveling screws maximum of 16" on center and permanent floor anchors. Coordinate with Perry Haubenschild <a href="mailto:perryh@mss-1.com">perryh@mss-1.com</a> at Midwest Storage Solutions as necessary (920) 397-0357.</li> <li>19. This contractor shall be responsible for new doors, frames, and hardware. This includes field modifications at existing frames for electrified components if required. This contractor will also need to Coordinate with Bid Package #2 for electrical connections for auto operators and access controls.</li> <li>20. This contractor shall be responsible for changing door hardware cores and keying as called for in the construction documents.</li> <li>21. This contractor shall coordinate a door hardware and keying meeting with the construction manager, door hardware supplier, BP 01, BP 02, the designer, and the State of Iowa during the submittal phase and prior to the release of hardware.</li> <li>22. Where an opening is created or modified for new doors and frames, this contractor shall make necessary modifications to the wall, including but not limited to, framing, lintels, drywall, and finishes, to accommodate the new frame and door.</li> <li>23. This contractor shall include joint sealants at new frames.</li> <li>24. This contractor shall be responsible for all patching, repairing and painting of walls/ceilings from demoed track and pendant lighting. Removal of track and pendant lighting by Bid Package #02.</li> <li>25. Remove carpet wall in Digitization lab 157, wood backer to remain.</li> <li>26. This contractor is responsible for providing and installing countertops with brackets in Digitization lab 157.</li> <li>27. All new wall base as outlined in the contract documents</li> <li>28. This contractor shall salvage doors, frames and hardware as noted in the contract documents.</li> <li>29. Contractor is responsible for the painting of all walls and ceilings as noted in the contract documents. Contractor to protect wood ceiling elements during painting of existing ceiling in Digitization lab 157</li> <li>30. This contractor shall be responsible for final cleaning at the completion of all construction activities. This shall include wiping down surfaces to be free of dust and debris, vacuuming of carpet and moping hard flooring.</li> </ol>			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
		<p>1. <b>Bid Package #01 Unit Price #01</b> –Concrete Grinding and Resealing: Trade Contractor shall include all of the following, but not limited to, as part of the contract:</p> <ol style="list-style-type: none"> <li>1. Provide a unit price per ten square feet for grinding of the existing concrete floor for floor flatness and levelness. All areas where grinding occurs shall be resealed as part of this unit price. This rate will be used against the \$25,000 allowance identified as part of Bid Package #01. Contractor shall provide time and materials tickets to the Construction Manager within 1-business day of work taking place.</li> <li>2. Unit prices include all necessary labor, equipment, installation, insurance, overhead, and profit.</li> <li>3. Owner reserves the right to reject Contractor’s measurements of work in place that involves use of established unit prices and to have this work measured, at the Owner’s expense, by an independent surveyor acceptable to the Contractor.</li> </ol>				
		<p>1. <b>Bid Package #02</b> – Electrical, Low Voltage, Mechanical &amp; Plumbing - Trade Contractor shall include all of the following, but not limited to, as part of the contract:</p> <ol style="list-style-type: none"> <li>1. This contractor shall be responsible for all electrical, low-voltage, mechanical, plumbing, and controls demolition and new scope as identified in the contract documents.</li> <li>2. This contractor shall be responsible for maintaining OSHA compliant lighting in all areas of work.</li> <li>3. This contractor shall be responsible for all electrical disconnects prior to demolition activities, this shall include all electrical disconnects from the existing archival shelving.</li> <li>4. All MEPT systems call to be salvaged and reinstalled shall be the responsibility of this contractor.</li> <li>5. This contractor shall provide, install, and maintain temporary filter media over all mechanical return grilles during construction</li> <li>6. This contractor shall be responsible for the removal of all MEPT system components to be abandoned or removed as part of this project. Abandoned circuits and pathways shall be taken back to the nearest remaining junction box.</li> <li>7. It shall be the responsibility of this contractor to complete all plumbing modifications to existing vent lines as identified in the contract documents. Coordinate with BP #1 as necessary for concrete removals needed. All work taking place in the lower level shall be coordinated with the Construction Manager and the State of Iowa. This Contractor will be required to take special precautions while working in the lower level due to artifact storage in this space. Special precautions may include protection from dust, debris and water.</li> <li>8. This contractor shall be responsible for the complete replacement of all light fixtures as identified in the contract documents. This shall include, but not be limited to, fixture demolition and disposal, new conductors to the source, cable management, and new fixtures. Contractor shall ensure that the existing lighting controls are re-integrated into the new lighting system.</li> <li>9. Where new light exit signs are identified, it shall be the responsibility of this contractor to provide and install.</li> <li>10. Demolition is back to nearest junction box per demolitions specs, then rewire to new fixtures. Reusing raceways and wiring is allowed if determined acceptable by electrician.</li> <li>11. Remove data power wire mold along walls in Digitization lab 157</li> <li>12. This Contractor is responsible for all low voltage cabling. Cabling shall be labeled within telecom closet to assist with proper termination and landing of cabling. Terminating and testing will be done by the state of Iowa (ICN).</li> <li>13. This contractor shall be responsible for all low voltage and electrical installations in casework provided by Bid Package #01. Coordinate with Bid Package #01 on requirements. Penetrations through casework and countertops to be provided by Bid Package #01.</li> </ol>				

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
			<ol style="list-style-type: none"> <li>14. This contractor is responsible for all new Mechanical diffusers, grills &amp; vents and relocation of existing as shown in the construction drawings. This contractor shall also be responsible for rebalancing as called for.</li> <li>15. This contractor shall be responsible for the removal and relocation of the existing thermostat serving VAV Box V1E-13. Contractor shall ensure thermostat is functioning as intended before and after installation. Provide temporary connections to maintain conditioning in space if thermostat will not be immediately reinstalled in new location.</li> <li>16. Where conduit needs to be extended, it shall be the responsibility of this bid package to tie into existing conduit and extend the pathway as necessary.</li> <li>17. This contractor shall be responsible for the installation of existing MEPT ceiling mounted device into new acoustical ceiling tile. Devices shall be centered in ceiling tile whenever possible.</li> <li>18. This contractor shall be responsible for all pathways to new cameras. Cameras, back boxes and circuiting to be provided by BP#2. This contractor shall coordinate with Owner provided vendor ICN as necessary Contractor shall include an allowance of \$6,000.00.</li> <li>19. Construction debris, including demolished fixtures, bulbs, and ballasts shall be removed and properly disposed of at the end of each work shift.</li> <li>20. Any penetrations made by this bid package through walls shall be sealed for sound or matching existing wall rating, whichever is more stringent.</li> <li>21. This contractor shall be responsible for all new data and electrical receptacles as identified in the contract documents. This contractor shall be responsible for all pathways, back boxes, junction boxes, and cabling. Testing, terminating, labeling, jacks, patch panels, patch cords, and cover plates to be provided and installed by Owner.</li> <li>22. This contractor shall be responsible for all access control. Including card readers and connections to electrified hardware. This contractor shall provide an allowance of \$18,277.00 and coordinate with Joe Skow at Basepoint 515-802-0861, <a href="mailto:jskow@basepointba.com">jskow@basepointba.com</a> for them to provide and install electrified door hardware as outlined in the specifications. Coordinate with Bid Package #1 as necessary.</li> <li>23. This contractor shall be responsible for coordinating with ICN for cameras. Contractor shall include an allowance of \$6,000.00.</li> <li>24. This contractor shall be responsible for all fire alarm system removals, salvaging, reinstallation, new installations, and programming. Contractor shall include an allowance of \$18,303.00 for a parts and smarts package and coordinate with Jason Trumbo with JCI (515) 300-7374 <a href="mailto:ray.trumbo@jci.com">ray.trumbo@jci.com</a> who will be responsible for supplying items in this package and final programming.</li> <li>25. This contractor shall be responsible for all automatic door operators. Including push plates and connections to card readers &amp; electrified hardware, electrical service to operators, wiring and conduit. This contractor shall provide an allowance of \$6,700.00 and coordinate with Joe Patterson at Record Doors 515-710-6472 <a href="mailto:patterson@recorddoors.com">patterson@recorddoors.com</a> for them to provide and install automatic operators as outlined in the specifications. Coordinate with Bid Package #1 as necessary.</li> </ol>			
			<ol style="list-style-type: none"> <li>1. <b>Alternate #02</b> –High Density Mobile Shelf Integral Lighting: Trade Contractor shall include all of the following, but not limited to, as part of the contract:               <ol style="list-style-type: none"> <li>1. This contractor shall provide all conduit, wiring, breakers and ancillary equipment from panel LF in the basement for LED Aisle lighting for the High-Density Mobile Shelves. Aisle lighting fixtures provided and installed by High Density Mobile Shelving contractor. Bid Package #02 is responsible for electrical connections to fixtures.</li> <li>2. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.</li> <li>3. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.</li> </ol> </li> </ol>			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
			<p>4. Execute accepted alternates under the same conditions as other work of the Contract.</p> <p>1. <b>Bid Package #03</b> – Fire Sprinkler: Trade Contractor shall include all of the following, but not limited to, as part of the contract:</p> <ol style="list-style-type: none"> <li>1. This contractor shall be responsible for verification of the existing water supply and pump data and for complete design of the fire protection system. This shall include all authority having jurisdiction reviews, permitting, and inspections.</li> <li>2. This contractor shall be responsible for all revisions and new installations as required for proper fire sprinkler coverage.</li> <li>3. This contractor shall be responsible for any electrical connections to systems provided by this bid package if required.</li> <li>4. This contractor will be responsible for their own through wall, ceiling, or floor penetrations including sealing of penetration. Contractors shall coordinate with the framing and drywall contractor to either install sleeves, provided by bid package needing the penetration, or to ensure penetrations conform to the required sealant tolerance specifications.</li> <li>5. Contractor shall remove existing sprinkler caps and ceiling tiles at sprinkler heads prior to ceiling demolition.</li> <li>6. Where equipment is installed on ceiling tiles, it will be the responsibility of the contractor installing the equipment to mount it in the ceiling tile. It shall be the responsibility of the acoustical ceiling installer to provide ceiling tiles to other trades for install.</li> <li>7. Contractor is responsible for complete fire sprinkler scope of working including, but not limited to, design, material, and installation.</li> <li>8. Contractor is responsible for all testing and reporting both prior to construction and at the completion of construction. If required by the authority having jurisdiction, this contractor shall perform flow test and confirm water pressure/volume within ten (10) working days after contract execution. Provide the necessary design drawings to the Construction Manager and State Fire Marshall within twenty (20) working days after notice of contract award.</li> <li>9. This Contractor to coordinate and obtain all necessary inspections and permits related to the fire protection system. This shall include all fees related to inspections, plan reviews, and fees from the governing party.</li> <li>10. This Contractor shall be responsible for all core drilling required for this scope of work. Core drill locations shall be submitted to the Architect/Engineer for approval prior to proceeding with work. This shall include exact dimensional locations as well as sizes.</li> <li>11. Contractor shall modify fire protection piping and sprinkler locations as necessary to accommodate new floor plans and new shelving.</li> <li>12. Any pipe sizes indicate are estimates only. Final sizes shall be determined by hydraulic calculations</li> <li>13. Contractor shall include the cost to remove and replace all sprinkler heads in the outlined scope of work area, Relocate sprinkler piping as necessary with new shelving layout.</li> <li>14. Sprinkler shall be concealed type in spaces with finished ceilings. Sprinklers that will remain exposed, or above ceiling, shall be upright. Sprinklers in electrical and I.T. rooms shall be sidewall. Do not route piping over electrical and I.T. rooms.</li> <li>15. Do not install sprinkler piping or sprinklers that encroach on the required clearance of any other equipment. Contractor shall relocate piping and heads where clearances are obstructed. This Contractor is responsible to complete work above new ceilings prior to ceiling installation. All re-work</li> </ol>			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
			<p>costs associated with the removal and re-installation of acoustical, drywall, or all other ceiling types is the responsibility of the Contractor.</p> <ol style="list-style-type: none"> <li>16. Coordinate head locations for proper clearances and adequate coverage relative to lights, soffits, ceiling beams and other features. Provide Unistrut and other hanging devices as required to support any equipment provided in this bid package.</li> <li>17. Coordinate all work, specifically routing of pipe, valves, and devices with all other trades. This shall include coordination drawings as required to ensure proper coordination between trades.</li> <li>18. Protect floors, walls, slabs and other surfaces from damage caused by pipe cutting machines. Protect floors, walls, slabs and other surfaces from damage caused by system leakage or overflow.</li> <li>19. This Contractor is responsible to provide clean piping and devices at the end of installation for all items installed by this Contractor. Draining and filling of the system will be the responsibility of this contractor.</li> </ol>			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	1	Project Schedule				Open
<p><b>Description</b></p> <ul style="list-style-type: none"> <li>• Contract(s) Issued: Week of November 24th</li> <li>• Submittals: December</li> <li>• Construction: February 2026</li> <li>• Closeout: August 2026</li> </ul> <p>A pull-plan session will be held with the successful bid package contractors to finalize the construction schedule.</p> <p>State Holidays: New Year's Day, Martin Luther King Day, Memorial Day, 4th of July, Labor Day, Veterans Day, Thanksgiving and day after Thanksgiving, Christmas Day</p>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	1	Site Rules				Open
<p><b>Description</b></p> <ul style="list-style-type: none"> <li>• Onsite supervision by Prime Contractor is required at all times when work by that contractor or their subcontractors/suppliers is taking place.</li> <li>• Contractors shall provide daily logs for each day they are on site.</li> <li>• Construction progress meeting will be established once construction starts.</li> <li>• It is of the utmost importance to show respect and courtesy to all staff at all times.</li> <li>• Clean all debris, materials, and bring all finishes back to existing conditions in the area they were working in prior to moving to the next area.</li> <li>• No smoking, vaping or smokeless tobacco use onsite.</li> <li>• Temporary facilities                         <ul style="list-style-type: none"> <li>◦ To be provided by Bid Package #01 for use by all the contractors for the duration of construction.</li> </ul> </li> <li>• Tool control                         <ul style="list-style-type: none"> <li>◦ All tools and equipment shall be monitored and secured at all times. No vehicles shall be left unlocked when unattended at no times shall keys be left in vehicles when unoccupied.</li> </ul> </li> <li>• Background checks                         <ul style="list-style-type: none"> <li>◦ Are not required for this project</li> </ul> </li> </ul>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
			<ul style="list-style-type: none"> <li>• Work hours                             <ul style="list-style-type: none"> <li>◦ Typical hours are 7 AM - 5 PM Monday-Friday. Other hours can be arranged on an as needed basis.</li> </ul> </li> <li>• View Specification 01 1200 - Contract Summary 01 1201 - General Work Requirements and 01 1202 - Special Work Requirements for more information.</li> </ul>			

**RFB Overview**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Bid Submission				Open
			<p><b>Description</b></p> <ul style="list-style-type: none"> <li>• Bids are due <b>Thursday November 20th, 2025 by 2:00 PM</b></li> <li>• The Bid shall be submitted to the Issuing Officer through the IMPACS Electronic Procurement System.                             <ul style="list-style-type: none"> <li>◦ Link and information is in the project manual</li> <li>◦ Contractors will need to register prior to bidding</li> <li>◦ Bidders will need to register regardless of whether it has already done business with the State of Iowa.</li> <li>◦ Bidders should complete the registration process and ensure the ability to log in as soon as possible to ensure Bids can be submitted on the due date.</li> <li>◦ Please make sure the electronic documents submitted contain any required signatures. Digital signatures will be accepted.</li> </ul> </li> <li>• Bid Opening will be held via conference call on <b>Thursday November 20th, 2025 at 3:30 PM</b></li> <li>• Contractor shall reference section 00 0116 for the bid submittal checklist                             <ul style="list-style-type: none"> <li>◦ Bid Proposal Information</li> <li>◦ Non Discrimination Clause Information</li> <li>◦ Contractor Targeted Small Business Enterprise Pre-Bid Contract Information</li> <li>◦ Bid Security – 5% of total Bid amount</li> </ul> </li> <li>• Apparent low bidder will be required to submit subcontractor/supplier list 48hrs after the bid opening</li> </ul>			
			<p><b>Official Documented Meeting Minutes</b></p> <ul style="list-style-type: none"> <li>• Bid Security is 5% of total bid amount</li> </ul>			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Bid Schedule				Open
			<p><b>Description</b></p> <ul style="list-style-type: none"> <li>• Questions/Substitutions Due in Writing to <a href="mailto:Construction.Procurement@iowa.gov">Construction.Procurement@iowa.gov</a>: by November 14th at 2:00 PM</li> <li>• Addendum Issued: Final Addendum to be issued by 11/18/25</li> <li>• Bids Due: November 20th at 2:00 PM</li> <li>• Tentative NOI Issued: November 21st</li> </ul>			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.3	1	Administrative Details				Open
			<p><b>Description</b></p> <ul style="list-style-type: none"> <li>• Contractors will sign a modified ConsensusDocs 802. Example in the project manual.</li> </ul>			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
			<ul style="list-style-type: none"> <li>• Project-specific Certificate of Insurance must be provided prior to contract execution. Follow example in the project manual and limits in the 802.</li> <li>• Project-specific P&amp;P bonds must be provided prior to contract execution.</li> <li>• Successful contractor must turn in their list of subcontractors and suppliers within 48 hours of the bid.</li> <li>• DAS will provide tax exempt certificates upon request.</li> <li>• Procore will be used for all project management, at no cost to the trade contractor.                             <ul style="list-style-type: none"> <li>◦ Submittals, Invoicing, RFIs, ASIs, PRs, RFQs</li> <li>◦ Contracts, Change Orders and Certificates of Substantial and Final Completion will also use DocuSign</li> </ul> </li> <li>• Contractor Schedule of Values shall be broken out as specified in the project manual.                             <ul style="list-style-type: none"> <li>◦ SOV must contain a closeout line item for at least 1% of the total contract value.</li> <li>◦ This line item can only be invoiced once the certificate of final completion has been signed by all parties.</li> </ul> </li> <li>• DCI Group will also schedule OAC and contractor coordination meetings to occur weekly during construction</li> </ul>			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Pre-Bid Site Visits				Open
		<b>Description</b>	Contractors can walk the building following the conclusion of this meeting			

**Questions**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Questions				Open
		<b>Description</b>	Submit all questions in writing to <a href="mailto:construction.procurement@iowa.gov">construction.procurement@iowa.gov</a> .			
		<b>Official Documented Meeting Minutes</b>	<p>Q: Would you entertain a lump sum bid inclusive of all three bid packages for this project?</p> <p>A: No we are not going to provide a combined bid package option at this time.</p> <p>Questions during the meeting</p> <ul style="list-style-type: none"> <li>• City permit required for dumpster.</li> <li>• Electrical Permit will be required</li> <li>• Midwest Storage Solutions (Shelving Contractor) will remove the raised subfloor for HDMS. It is not part of these bid packages.</li> <li>• Windows in archives storage space with ACM sealants will be removed by separate abatement contractor.</li> <li>• Concrete floor to be sealed everywhere before new shelving goes in.</li> <li>• Work in the Digitization Lab and west storage can start sooner</li> <li>• Vibration Monitoring will be done during shelving removal, plumbing modifications and installation of track for HDMS units. Will have to review Jackhammering concrete closely during removals for plumbing which was an issue on past projects at SHB</li> <li>• Are there existing Fire suppression As-Built documents?                             <ul style="list-style-type: none"> <li>◦ Yes</li> </ul> </li> </ul>			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
			<ul style="list-style-type: none"> <li>• DCI Group to coordinate/provide materials/installation for protection of spaces in the basement below archives storage area with the State Historical Building. Contractors are responsible for providing details/input on timing of this work with at least three days notice so that it can be scheduled.</li> <li>•</li> </ul>			

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting. Please contact State of Iowa - Department of Administrative Services if there are any discrepancies or questions with the content of these minutes.

Meeting: 9485.00 SHB Archives Storage Renovation -  
Pre-Bid Meeting  
Date: 11/12/2025

Attendees

In Attendance (Initial)	Name	Company
	Travis Hoyle 641-485-7057	DCI Group
	AD Knoing 515-229-9268	GTG Construction
	Joe Layden 515-721-1113	Continental Fire Sprinkler
	Brandon Adams 515-201-2197	DAS
	MRS S. J. ... 515-418-3989	Tnnty Const. Group LTD
	BRIAN WYTHAM 319-821-5481	NEUMANN NISSON
	ERIC NEUMANN 515-343-5399	"
	James Schellhorn 319-483-8404	Neumann Brothers
	Ethan Christensen 515-201-9248	Athen Fire Protection
	SEAN DIZENDEN 515-218-1241	UNCG
	KEVIN ... --11--	--11--
	Tom Gorgas 515-202-6654	Bergstrom Const

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In Attendance (Initial)	Name	Company
MD	Matt Dooley 515-208-9516	Central IA Mech
DE	Dan Clarke 515-208-6872	Central IA Mech
MS	Matt Stoenier 785-408-7259	Bauspiel
RT	Ronald Taylor JR 816 904 7778	Bauspiel
CT	Caitan Taylor 515 954 9373	H. D. H.
JB	Jason Brunschoff 515-205-5703	MRE - Con Mechanical
DM	Dan Wood 515-556-0907	Shyft Collective
AS	ANTHONY TAYLOR 515-116-9144	SIE Daschka
DK	Doug Keshman 605-370-3040	Aircon Electric
MS	MICHAEL SREEN 515-975-8348	DCI GROUP

## SECTION 01 1200

### CONTRACT SUMMARY

#### PART 1 - GENERAL

##### 1.01 SECTION INCLUDES

- A. Project Information
- B. Project Summary
- C. Bid Scope Summary
- D. Work Hour Restrictions
- E. Access to Site
- F. Coordination with Occupants
- G. Rules for Construction Workers
- H. Bid Package Instructions

##### 1.02 PROJECT INFORMATION

- A. Facility Name/Location: State Historical Building, 600 East Locust St. 50319
- B. DAS Project #: 9485.00
- C. Owner: State of Iowa, Department of Administrative Services, Hoover State Office Building, Level 3, 1305 East Walnut Street, Des Moines, IA 50319
- D. Owner's Representative: Brandon Adams, Iowa Department of Administrative Services, 109 SE 13th Street, Des Moines, IA 50319
- E. Construction Manager: DCI Group, 220 SE 6<sup>th</sup> St. Suite 200. Des Moines, IA 50309

##### 1.03 PROJECT SUMMARY

- A. The project includes the replacement of existing archive shelving and accommodating renovations at the State Historical Building in Des Moines, IA.
- B. Target date to provide substantial completion is July 22<sup>nd</sup> 2026

##### 1.04 BID SCOPE SUMMARY

- A. Scope Applicable to All Bid Packages:
  - 1. The Contractor's Work includes all labor, supervision, materials, equipment, services, supplies, tools, facilities, transportation, hoisting, storage, receiving, licenses, inspections, certifications, overhead, profit, or other items required or reasonably inferable to properly and timely perform and complete all work and services to be performed by the Contractor pursuant to this Agreement. Unless specifically stated otherwise, incidental work required to accomplish the work of this Bid Package shall be included the bid. This would include, but not be limited to, temporary facilities, protection of the work, security of equipment, materials, and work in progress, etc. Contractor's Work shall be performed in accordance with the Drawings, Specification Divisions 00 and 01, and Specification sections applicable to each Contractor's scope.
  - 2. Contractor is responsible for all labor and equipment to unload, account for all material delivered, stock, and delivery for this scope of work. Storage and delivery of materials and equipment at the Site shall be permitted only to the extent approved in advance by the Construction Manager, and if anything stored obstructs the progress of any portion of the work, it shall be promptly removed or relocated by the Contractor without reimbursement.
  - 3. On site supervision by Prime Contractor at all times work by that contractor or their subcontractors/suppliers is taking place.
  - 4. Provide all temporary facilities required for this scope of work including trailer, trailer power, telephone, secured storage, temporary power for work, temporary and task

lighting for work, etc. as determined necessary by Contractor. Coordinate location of trailers, material storage and utility lines with Construction Manager. Limited space is available, and permission to bring any such facility or excess materials on to the site shall be approved by the Construction Manager.

5. Contractor shall provide all equipment and tools for Contractor's own cleanup. Clean up shall be done at end of every shift or more frequently if required for the Contractor to perform their work, for other Contractors to perform their work, as required by the Owner's operations, and at the discretion of the Construction Manager.
6. All turf, landscaping, and subgrade disturbances caused by equipment traffic or other activities related to the Contractor's scope shall be repaired or restored to proper conditions by the Contractor.
7. Protect adjacent existing building elements from damage from Scope of work. Repair existing building elements damaged during Contractor's Scope of work.
8. 01 1201 General Work Requirements are the responsibility of all contractors
9. 01 1202 Special Work Requirements are the responsibility of all contractors

#### **1.05 WORK HOUR RESTRICTIONS**

- A. Work hours are from 07:00 AM to 05:00 PM, Monday through Friday unless arrangements are made in advance.

#### **1.06 CONTRACTOR USE OF SITE AND PREMISES**

- A. Construction Operations: Limited to areas noted on Drawings.
- B. Provide access to and from site as required by law and Owner:
  1. Emergency Building Exits During Construction: Keep all exits required by code open during construction period; provide temporary exit signs if exit routes are temporarily altered.
  2. Do not obstruct roadways, sidewalks, or other public ways without permission of Owner and permit if required.
- C. Facility will be occupied at all times during duration of work. Contractor personnel shall conduct themselves in an agreeable manner at all times. Failure to do so may result in removal from the work site.
- D. Artifacts held within the State Historical Building may be sensitive to vibrations caused by certain construction activities. Contractors may be asked to submit information pertaining the equipment and methods used for demolition or construction activities that may cause vibrations. Contractors and their Subcontractors understand that their scope of work performed during the approximate timeframe of 3/24/26 through 4/1/26 is subject to stoppage if deemed necessary by the Owner and/or Construction Manager. Vibration parameters are between 0.12 to 0.5 in/sec for construction. Construction will be stopped if activities cause vibrations to exceed parameters. Vibration monitoring by Owner and Construction Manager.
- E. Contractors also understand that there will be no work performed onsite the day(s) of xx/xx/xx.

#### **1.07 OWNER OCCUPANCY**

- A. Owner intends to occupy the Project upon Substantial Completion.
- B. Cooperate with Owner to minimize conflict and to facilitate Owner's operations.
- C. Schedule the Work to accommodate Owner occupancy.

#### **1.08 RULES FOR CONSTRUCTION WORKERS**

- A. The staff of the State of Iowa has a responsibility to protect the public by providing a secure environment. All work site rules must be followed to the letter, at all times.
- B. Hot Work Permit Processes and Fire Watch, when necessary, will be adhered to for this project.
- C. All State properties are tobacco free. No smoking will be permitted or tolerated on campus unless in designated areas.

- D. You are permitted access only to the work site and no other area of the institution.
- E. No drugs, alcohol, or firearms are allowed on the work site.
- F. Company and personal vehicles are to be parked and locked. Contractors shall use street parking, or they can park in the Capitol Complex Parking Structure north of the Historical Building. Entrance is off Des Moines St.
- G. No parking in 10-minute loading zone on 600 E. Locust St. This is for material loading and unloading only.
- H. Secure all tools at the end of the day.
- I. Maintain control of all tools, supplies, and debris at all times during the work.
- J. Contractor shall be aware this project may require multiple mobilizations. Refer to 00 3113 for the preliminary schedule
- K. Hot Work Permit Processes and Fire Watch, when necessary, will be adhered to for this project.
  - 1. Fire Watch: Written requests will be required four days in advance of work. When the fire alarm system must be put in bypass or test, the contractor shall provide personnel at the fire alarm panel to continuously monitor the panel. The personnel shall be required to meet with State prior to fire watch for training. Anticipate less than one hour for training. If the fire detection systems will be disabled, the contractor shall also provide sufficient personnel dedicated to fire watch only in the areas disabled and maintain a fire watch log. Template notifications, procedures, and logs are available for the contractor's use.
  - 2. Hot Work: Hot work shall be conducted per OSHA guidelines. It will be the responsibility of the contractor to provide personnel for fire watch and to maintain a fire watch log.

#### **1.09 BID PACKAGE INSTRUCTIONS**

- A. **Bid Package #01** - General Construction - Trade Contractor shall include all of the following, but not limited to, as part of the contract:
  - 1. Includes Specification Sections: Division 00, Division 01, 03 3000, 03 0130, 03 3511, 05 5000, 06 1000, 07 9200, 08 1113, 08 7100, 09 2116, 09 5100, 09 6500, 09 9000, 12 3600,
  - 2. This contractor shall be responsible for all general construction activities including carpentry, casework, countertops, and finishes.
  - 3. This contractor shall be responsible for all painting. This shall include but not limited to painting of:
    - a. Ceilings
    - b. Walls
    - c. Exposed columns and structure
    - d. Exposed conduits, back boxes, junction boxes, and piping
    - e. New and existing frames and door panels.
    - f. Existing louver
    - g. Sprinkler piping
  - 4. This contractor shall coordinate with Bid Package #02 on electrical and low voltage rough-in requirements for casework. Electrical and low voltage devices to be installed by Bid Package #02. Penetrations through casework and countertops to be provided by Bid Package #01.
  - 5. Wall construction, blocking, substrate, and finishes required for countertop and casework construction shall be completed by this bid package.
  - 6. This contractor shall be responsible for all countertop openings.
  - 7. This contractor shall be responsible for the installation of new ceiling grid and tile. This shall include ceiling tile at sprinkler head locations. Coordinate with Bid Package #3 sprinkler contractor for coordination of new sprinkler head install.
  - 8. This contractor shall be responsible for grinding existing concrete flooring to level within high density shelving system standards. Contractor shall provide a unit price for grinding and/or filling existing concrete to be billed against concrete grinding allowance.
  - 9. Include lump sum Allowance of \$25,000.00 for concrete grinding. Contractor to submit invoices, delivery slips, and/or time sheets to show actual quantities to be signed off by construction manager at time of execution/delivery.

10. Contractor shall include filling minor voids or damage in concrete floor slab resulting from removal of casework, wall, fixtures, shelving, or others
11. This contractor shall be responsible for sealing the entire concrete floor. Sealing shall take place only after all slab grinding and repairs are completed and the floor has been deemed acceptable by the designer and high density shelving provider.
12. This contractor shall be responsible for all demolition excluding demolition specifically called out in other bid packages. This includes but is not limited to; walls, doors, frames, ceilings, carpet, and wall base to be salvaged. High density shelving units will be by others.
13. Contractor shall utilize the temporary protection and demolition routes as identified on G-100. Contractor shall immediately cleanup and debris along demolition routes to dumpster. This Contractor shall install elevator blankets for the two passenger elevators and maintain them throughout the project. Plywood flooring for demolition route to be provided by others. Contractor shall be aware that the demolition path, Option #1, through the atrium will be unavailable for our use during the following day(s) 4/17/26, 4/20/26, 4/24/26 and 4/27/26 and the Owner reserves the right to stop use of this pathway at any time due to activities at the Historical Building.
14. This Contractor shall be responsible for removing portions of existing concrete slab for new underfloor piping, per keynote #D11 on AD101, Coordinate with Bid Package #2 as necessary. All saw cutting shall be wet cut and dust minimized and contained within immediate area of work
15. This Contractor shall be responsible for patching back concrete for new underfloor piping, Coordinate with BP #2 as necessary.
16. This contractor shall be responsible for providing dumpsters(s) for bid packages #1, #2 and #3. Dumpsters are anticipated to be located within street public parking. Contractor shall coordinate permitting requirements with the City of Des Moines.
17. This contractor shall be responsible for the patching of walls abutting the walls called for demolition.
18. This contractor shall be responsible for the floor transition ramp outlined in detail D4 on sheet A-501.
19. This contractor shall be responsible for providing and installing L-1 flooring for High Density Shelving. Flooring contractor to coordinate phasing, installation, and flooring thickness with Midwest Storage Solutions Inc for flooring materials to be installed within the footprint of the High Density Shelving built up floor and ramp. Built up floor and ramp provided and installed by Midwest Storage Solutions to be constructed of  $\frac{3}{4}$ " underlayment grade plywood panels to raise finished floor to top of rail. Floor to have integrated leveling screws maximum of 16" on center and permanent floor anchors. Coordinate with Perry Haubenschild [perryh@mss-1.com](mailto:perryh@mss-1.com) at Midwest Storage Solutions as necessary (920) 397-0357.
20. This contractor shall be responsible for new doors, frames, and hardware. This includes field modifications at existing frames for electrified components if required. This contractor will also need to Coordinate with Bid Package #2 for electrical connections for auto operators and access controls.
21. This contractor shall be responsible for changing door hardware cores and keying as called for in the construction documents.
22. This contractor shall coordinate a door hardware and keying meeting with the construction manager, door hardware supplier, BP 01, BP 02, the designer, and the State of Iowa during the submittal phase and prior to the release of hardware.
23. Where an opening is created or modified for new doors and frames, this contractor shall make necessary modifications to the wall, including but not limited to, framing, lintels, drywall, and finishes, to accommodate the new frame and door.
24. This contractor shall include joint sealants at new frames.
25. This contractor shall be responsible for all patching, repairing and painting of walls/ceilings from demoed track and pendant lighting. Removal of track and pendant lighting by Bid Package #02.
26. Remove carpet wall in Digitization lab 157, wood backer to remain.

27. This contractor is responsible for providing and installing countertops with brackets in Digitization lab 157.
28. All new wall base as outlined in the contract documents
29. This contractor shall salvage doors, frames and hardware as noted in the contract documents.
30. Contractor is responsible for the painting of all walls and ceilings as noted in the contract documents. Contractor to protect wood ceiling elements during painting of existing ceiling in Digitization lab 157
31. This contractor shall be responsible for final cleaning at the completion of all construction activities. This shall include wiping down surfaces to be free of dust and debris, vacuuming of carpet and moping hard flooring.

B. **Bid Package #01 Unit Price #01** –Concrete Grinding and Resealing: Trade Contractor shall include all of the following, but not limited to, as part of the contract:

1. Provide a unit price per ten square feet for grinding of the existing concrete floor for floor flatness and levelness. All areas where grinding occurs shall be resealed as part of this unit price. This rate will be used against the \$25,000 allowance identified as part of Bid Package #01. Contractor shall provide time and materials tickets to the Construction Manager within 1-business day of work taking place.
2. Unit prices include all necessary labor, equipment, installation, insurance, overhead, and profit.
3. Owner reserves the right to reject Contractor's measurements of work in place that involves use of established unit prices and to have this work measured, at the Owner's expense, by an independent surveyor acceptable to the Contractor.

C. **Bid Package #02** – Electrical, Low Voltage, Mechanical & Plumbing - Trade Contractor shall include all of the following, but not limited to, as part of the contract:

1. Includes Specification Sections: Division 00, Division 01, 22 0500, 22 0505, 22 0529, 22 0553, 22 1000, 23 0500, 23 0505, 26 0500, 26 0503, 26 0505, 26 0513, 26 0526, 26 0527, 26 0533, 26 0535, 26 0553, 26 0933, 26 2726, 26 5119, 27 0500, 27 0503, 27 0505, 27 0528, 27 0553, 27 1100, 27 1500, 27 1710, 27 1720, 28 0500, 28 0503, 28 1300, 28 3100
2. This contractor shall be responsible for all electrical, low-voltage, mechanical, plumbing, and controls demolition and new scope as identified in the contract documents.
3. This contractor shall be responsible for maintaining OSHA compliant lighting in all areas of work.
4. This contractor shall be responsible for all electrical disconnects prior to demolition activities, this shall include all electrical disconnects from the existing archival shelving.
5. All MEPT systems call to be salvaged and reinstalled shall be the responsibility of this contractor.
6. This contractor shall provide, install, and maintain temporary filter media over all mechanical return grilles during construction
7. This contractor shall be responsible for the removal of all MEPT system components to be abandoned or removed as part of this project. Abandoned circuits and pathways shall be taken back to the nearest remaining junction box.
8. It shall be the responsibility of this contractor to complete all plumbing modifications to existing vent lines as identified in the contract documents. Coordinate with BP #1 as necessary for concrete removals needed. All work taking place in the lower level shall be coordinated with the Construction Manager and the State of Iowa. This Contractor will be required to take special precautions while working in the lower level due to artifact storage in this space. Special precautions may include protection from dust, debris and water.
9. This contractor shall be responsible for the complete replacement of all light fixtures as identified in the contract documents. This shall include, but not be limited to, fixture demolition and disposal, new conductors to the source, cable management, and new

- fixtures. Contractor shall ensure that the existing lighting controls are re-integrated into the new lighting system.
10. Where new light exit signs are identified, it shall be the responsibility of this contractor to provide and install.
  11. Demolition is back to nearest junction box per demolitions specs, then rewire to new fixtures. Reusing raceways and wiring is allowed if determined acceptable by electrician.
  12. Remove data power wire mold along walls in Digitization lab 157
  13. This Contractor is responsible for all low voltage cabling. Cabling shall be labeled within telecom closet to assist with proper termination and landing of cabling. Terminating and testing will be done by the state of Iowa (ICN).
  14. This contractor shall be responsible for all low voltage and electrical installations in casework provided by Bid Package #01. Coordinate with Bid Package #01 on requirements. Penetrations through casework and countertops to be provided by Bid Package #01.
  15. This contractor is responsible for all new Mechanical diffusers, grills & vents and relocation of existing as shown in the construction drawings. This contractor shall also be responsible for rebalancing as called for.
  16. This contractor shall be responsible for the removal and relocation of the existing thermostat serving VAV Box V1E-13. Contractor shall ensure thermostat is functioning as intended before and after installation. Provide temporary connections to maintain conditioning in space if thermostat will not be immediately reinstalled in new location.
  17. Where conduit needs to be extended, it shall be the responsibility of this bid package to tie into existing conduit and extend the pathway as necessary.
  18. This contractor shall be responsible for the installation of existing MEPT ceiling mounted device into new acoustical ceiling tile. Devices shall be centered in ceiling tile whenever possible.
  19. This contractor shall be responsible for all pathways to new cameras. Cameras, back boxes and circuiting to be provided by BP#2. This contractor shall coordinate with Owner provided vendor ICN as necessary Contractor shall include an allowance of \$6,000.00.
  20. Construction debris, including demolished fixtures, bulbs, and ballasts shall be removed and properly disposed of at the end of each work shift.
  21. Any penetrations made by this bid package through walls shall be sealed for sound or matching existing wall rating, whichever is more stringent.
  22. This contractor shall be responsible for all new data and electrical receptacles as identified in the contract documents. This contractor shall be responsible for all pathways, back boxes, junction boxes, and cabling. Testing, terminating, labeling, jacks, patch panels, patch cords, and cover plates to be provided and installed by Owner.
  23. This contractor shall be responsible for all access control. Including card readers and connections to electrified hardware. This contractor shall provide an allowance of \$18,277.00 and coordinate with Joe Skow at Basepoint 515-802-0861, [jskow@basepointba.com](mailto:jskow@basepointba.com) for them to provide and install electrified door hardware as outlined in the specifications. Coordinate with Bid Package #1 as necessary.
  24. This contractor shall be responsible for coordinating with ICN for cameras. Contractor shall include an allowance of \$6,000.00.
  25. This contractor shall be responsible for all fire alarm system removals, salvaging, reinstallation, new installations, and programming. Contractor shall include an allowance of \$18,303.00 for a parts and smarts package and coordinate with Jason Trumbo with JCI (515) 300-7374 [jason.ray.trumbo@jci.com](mailto:jason.ray.trumbo@jci.com) who will be responsible for supplying items in this package and final programming.
  26. This contractor shall be responsible for all automatic door operators. Including push plates and connections to card readers & electrified hardware, electrical service to operators, wiring and conduit. This contractor shall provide an allowance of \$6,700.00 and coordinate with Joe Patterson at Record Doors 515-710-6472 [joe.patterson@recorddoors.com](mailto:joe.patterson@recorddoors.com) for them to provide and install automatic operators as outlined in the specifications. Coordinate with Bid Package #1 as necessary.
  - 27.

- D. **Alternate #02** –High Density Mobile Shelf Integral Lighting: Trade Contractor shall include all of the following, but not limited to, as part of the contract:
1. This contractor shall provide all conduit, wiring, breakers and ancillary equipment from panel LF in the basement for LED Aisle lighting for the High-Density Mobile Shelves. Aisle lighting fixtures provided and installed by High Density Mobile Shelving contractor. Bid Package #02 is responsible for electrical connections to fixtures.
  2. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
  3. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
  4. Execute accepted alternates under the same conditions as other work of the Contract.
- E. **Bid Package #03** – Fire Sprinkler: Trade Contractor shall include all of the following, but not limited to, as part of the contract:
1. Includes Specification Sections: Division 00, Division 01, 210500, 21 0505, 21 0529, 21 0553, 21 1300
  2. This contractor shall be responsible for verification of the existing water supply and pump data and for complete design of the fire protection system. This shall include all authority having jurisdiction reviews, permitting, and inspections.
  3. This contractor shall be responsible for all revisions and new installations as required for proper fire sprinkler coverage.
  4. This contractor shall be responsible for any electrical connections to systems provided by this bid package if required.
  5. This contractor will be responsible for their own through wall, ceiling, or floor penetrations including sealing of penetration. Contractors shall coordinate with the framing and drywall contractor to either install sleeves, provided by bid package needing the penetration, or to ensure penetrations conform to the required sealant tolerance specifications.
  6. Contractor shall remove existing sprinkler caps and ceiling tiles at sprinkler heads prior to ceiling demolition.
  7. Where equipment is installed on ceiling tiles, it will be the responsibility of the contractor installing the equipment to mount it in the ceiling tile. It shall be the responsibility of the acoustical ceiling installer to provide ceiling tiles to other trades for install.
  8. Contractor is responsible for complete fire sprinkler scope of working including, but not limited to, design, material, and installation.
  9. Contractor is responsible for all testing and reporting both prior to construction and at the completion of construction. If required by the authority having jurisdiction, this contractor shall perform flow test and confirm water pressure/volume within ten (10) working days after contract execution. Provide the necessary design drawings to the Construction Manager and State Fire Marshall within twenty (20) working days after notice of contract award.
  10. This Contractor to coordinate and obtain all necessary inspections and permits related to the fire protection system. This shall include all fees related to inspections, plan reviews, and fees from the governing party.
  11. This Contractor shall be responsible for all core drilling required for this scope of work. Core drill locations shall be submitted to the Architect/Engineer for approval prior to proceeding with work. This shall include exact dimensional locations as well as sizes.
  12. Contractor shall modify fire protection piping and sprinkler locations as necessary to accommodate new floor plans and new shelving.
  13. Any pipe sizes indicate are estimates only. Final sizes shall be determined by hydraulic calculations

14. Contractor shall include the cost to remove and replace all sprinkler heads in the outlined scope of work area, Relocate sprinkler piping as necessary with new shelving layout.
15. Sprinkler shall be concealed type in spaces with finished ceilings. Sprinklers that will remain exposed, or above ceiling, shall be upright. Sprinklers in electrical and I.T. rooms shall be sidewall. Do not route piping over electrical and I.T. rooms.
16. Do not install sprinkler piping or sprinklers that encroach on the required clearance of any other equipment. Contractor shall relocate piping and heads where clearances are obstructed. This Contractor is responsible to complete work above new ceilings prior to ceiling installation. All re-work costs associated with the removal and re-installation of acoustical, drywall, or all other ceiling types is the responsibility of the Contractor.
17. Coordinate head locations for proper clearances and adequate coverage relative to lights, soffits, ceiling beams and other features. Provide Unistrut and other hanging devices as required to support any equipment provided in this bid package.
18. Coordinate all work, specifically routing of pipe, valves, and devices with all other trades. This shall include coordination drawings as required to ensure proper coordination between trades.
19. Protect floors, walls, slabs and other surfaces from damage caused by pipe cutting machines. Protect floors, walls, slabs and other surfaces from damage caused by system leakage or overflow.
20. This Contractor is responsible to provide clean piping and devices at the end of installation for all items installed by this Contractor. Draining and filling of the system will be the responsibility of this contractor.

F. **Work Performed by Owner:** The State of Iowa will perform the following work items:

1. Relocate all moveable furniture, fixtures and equipment (FF&E), including window treatments; and personal materials from each sequenced work area prior to demolition and construction activities and after new construction is completed.
2. The owner will be responsible for the removal and salvage of all existing smoke heads. They will install new heat heads for the duration of construction and reinstall smoke heads upon completion.
3. Relocation of existing archived materials.
4. Installation and programming of cameras including cabling. Pathways by Bid Package #2.

G. **Owner Furnished Products:** The State of Iowa will provide the following materials for installation by the contractor:

1. None

**PART 2 - PRODUCTS – NOT USED**

**PART 3 - EXECUTION – NOT USED**

**END OF SECTION**

## SECTION 01 1202

### SPECIAL WORK REQUIREMENTS

- A. Bidders are to hold their bids for a period of thirty (30) days after the bid.
- B. Contractors and their employees shall show upmost respect for the occupying students and staff. Profanity and unnecessary loud language will not be tolerated.
- C. Each Contractor working in Owner occupied space will provide necessary means of protection to floors, walls, ceilings, equipment as required to accomplish work without harming or damaging existing conditions. All damage performed during this work will be charged to the responsible contractor.
- D. The use of motorized scissor lifts will not be allowed except under special circumstances and must have prior approval from the Construction Manager.
- E. All deliveries must be accepted by the Contractor.
- F. Owner will provide snow removal to all existing pavements on campus that are not under construction. See specific Contractor's responsibility under specific Bid Packages.
- G. Contractor includes complete cleanup and haul off to dumpster (Provided by Bid Package #1) for all typical construction debris resulting from this scope of work. Bid Package #1 Contractor will be responsible for providing dumpsters as required for the entire project duration and understands that ALL Bid Packages will be using dumpster. Each Prime Contractor to provide brooms, shovels and other equipment for cleanup for their respective scope of work. Excess materials shall be removed from the site at the Contractor's expense. All primes shall remove debris on a daily basis.
- H. Contractor will be responsible to provide portable generators or an alternative power source for all tools and equipment that require a power source higher than 120 Volt.
- I. Contractors working on roofs are required to take appropriate precautionary measures to protect existing roofing from damage. Contractors are required to take all precautionary measures necessary to ensure that their items do not fall or blow off the roofs.
- J. Prior to performing work in areas with smoke and fire detection systems the Contractor shall coordinate with the CM precautionary measures to eliminate false alarms. If the fire alarm system is activated and there is not an emergency the Contractor responsible for the false activation shall be responsible to pay for all resulting owner incurred expenses such as Emergency Response fees.
- K. General Contractor Bid Package #01 will provide temporary toilet facilities for ALL Contractors and for the entire duration of the project. Temporary toilets shall meet all OSHA regulations.
- L. Contractors shall document existing conditions prior to start of work. All damage to existing pavements, landscaped areas, and all other existing property will be repaired by the responsible Contractor. Interior as well.
- M. The Prime Contractor's shall provide the Construction Manager detailed information as outlined below for the purpose of developing the Construction Schedule:
  - a. **SUBMITTALS:**
    - i. Submittal Schedule: Prime Contractor shall submit a submittal schedule listing all required submittals, submittal "To CM" dates, procurement durations, and expected dates for materials to be on the jobsite. The submittal schedule shall be submitted to the CM within five (5) business days of receipt of Owner/Prime Contractor Agreement.
    - ii. Format: Submittal Schedule shall be prepared in an Excel spreadsheet.
    - iii. Materials & Long Lead Procurement: Prime Contractor shall identify any/all submittal items that require "field verifies" and also identify the dates when these field verifies can be taken.
- N. See preliminary construction schedule in Section 00 3113. This schedule will aid the bidder(s) in understanding the preliminary scheduling and planning for the project. As the construction schedule is finalized the **Prime Contractor and their Subcontractors** shall participate in a meeting with the Construction Manager and other Prime Contractors for the purpose of

presenting the overall Construction Schedule. These "Subcontractors" shall be any/all subcontractors who will be performing Work on the project.

- O. Per the preliminary construction schedule the bidder(s) acknowledges that there are multiple mobilizations, phases, sub-phases, material deliveries, and milestone completion dates required in order to complete the work.

**a. SCHEDULE OF EVENTS:**

- i. There are events scheduled at The State Historical Building that will impact contractor's ability to use demo/construction path #1 through the atrium space, contractor will have to use demo/construction path #2 as outlined on sheet G-100. See dates below.

1. April 17<sup>th</sup> and 20<sup>th</sup>
2. April 24<sup>th</sup> and 27<sup>th</sup>

- ii. There are events scheduled at The State Historical Building that have noise restrictions. Contractors shall anticipate that they will not be able to perform excessively loud work during this time. If an issue with noise arises, contractors will be asked to leave. See dates below.

1. April 8<sup>th</sup>

- P. The Owner owns the weather duration contingency as shown in the preliminary construction schedule on the following pages. The Construction Manager manages and will adjust the weather duration contingency. As weather days are not utilized the substantial completion dates shall be adjusted accordingly.

- Q. Expected work hours will be 7:00 AM to 5:00 PM Monday thru Friday (5 day work week). Contractors requiring working time other than these hours are to coordinate and receive approval in advance from the Construction Manager. The Contractor shall provide at his expense increased work crews and/or overtime necessary to meet the scheduled milestones. Contractor shall immediately notify the Construction Manager of any delays in the work.**

- R. After contract award bid the Contractor is required to attend a meeting with the Construction Manager to review bid package scopes.

- S. Parking and material staging on site will be limited. All contractors shall coordinate one's parking and material staging with the DCI Group Project Manager, DCI Superintendent or DCI Designated Personnel.

- T. The jobsite is on Public Property. Smoking or smokeless tobacco **WILL NOT** be allowed. Also, no shelled sunflower seeds are allowed inside the enclosed facility.

- U. No radios or headsets are allowed in the construction areas.

- V. All warranties start at Project Substantial Completion, Contractor will be required to provide from this date and not the startup date of the equipment. Contractor will not be compensated for any cost related to purchasing extended warranties to meet this requirement. See Special Work Requirements for project schedule information.

- W. Contractors shall maintain accurate as-built construction records and provide complete clean and legible copies to Construction Manager on completion of work. All Contractors will be required to provide electronic copies as well as hard copies of all O&M's and as-built drawings. See Project Manual for additional Closeout requirements.

**END OF SECTION 01 01202**

# SUBSTITUTION REQUEST FORM

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Project: DAS SHB Archives Storage Substitution Request Number: 1  
From: Golden Valley Supply  
To: \_\_\_\_\_ Date: 11/11/25  
A/E Project Number: 22035  
Re: \_\_\_\_\_

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Specification Title: Acoustical Ceilings Description: Armstrong Optima #3251 (95 NRC)  
Section: 09 5100 Page: 2 Article/Paragraph: 2.02.C

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Proposed Substitution: USG Mars High-NRC #88290 (95 NRC)  
Manufacturer: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Trade Name: \_\_\_\_\_ Model No.: \_\_\_\_\_

History:  New product  2-5 years old  5-10 yrs old  More than 10 years old

Differences between proposed substitution and specified product: Substrate  
\_\_\_\_\_  
\_\_\_\_\_

Point-by-point comparative data prepared by contractor and attached - REQUIRED BY A/E

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Reason for not providing specified item: VE Alternate Option  
\_\_\_\_\_  
\_\_\_\_\_

Similar Installation:  
Project: \_\_\_\_\_ Architect: \_\_\_\_\_  
Address: \_\_\_\_\_ Owner: \_\_\_\_\_  
Date Installed: \_\_\_\_\_

Proposed substitution affects other parts of Work:  No  Yes; explain \_\_\_\_\_  
\_\_\_\_\_

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\*\*on request\*\*

Supporting Data Attached:  Drawings  Product Data  Samples  Tests  Reports  \_\_\_\_\_

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# SUBSTITUTION REQUEST FORM

(Continued)

The Undersigned certifies:

- Proposed substitution has been fully investigated and determined to be equal or superior in all respects to specified product.
- Same warranty will be furnished for proposed substitution as for specified product.
- Same maintenance service and source of replacement parts, as applicable, is available.
- Proposed substitution will have no adverse effect on other trades and will not affect or delay progress schedule.
- Cost data as stated above is complete. Claims for additional costs related to accepted substitution which may subsequently become apparent are to be waived.
- Proposed substitution does not affect dimensions and functional clearances.
- Payment will be made for changes to building design, including A/E design, detailing, and construction costs caused by the substitution.
- Coordination, installation, and changes in the Work as necessary for accepted substitution will be complete in all respects.

Submitted by: Golden Valley Supply

Signed by: *Tara Jarbe*

Firm: Golden Valley Supply

Address: 1000 Zane Ave N

Minneapolis, MN 55422

Telephone: 763-544-8907

Attachments: data page, product comparison

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### A/E's REVIEW AND ACTION

- Substitution approved - Make submittals in accordance with Specification Section 01 3300.
- Substitution approved as noted - Make submittals in accordance with Specification Section 01 3300.
- Substitution rejected - Use specified materials.
- Substitution Request received too late - Use specified materials.

Signed by: Eric Neuhaus

Date: 11.14.2025

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Additional Comments:     Contractor     Subcontractor     Supplier     Manufacturer     A/E     \_\_\_\_\_

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# SUBSTITUTION REQUEST FORM

Project: DAS SHB Archives Storage Substitution Request Number: 2  
From: Golden Valley Supply  
To: \_\_\_\_\_ Date: 11/11/25  
A/E Project Number: 22035  
Re: \_\_\_\_\_

Specification Title: Acoustical Ceilings Description: Armstrong Optima #3251 (95 NRC)  
Section: 09 5100 Page: 2 Article/Paragraph: 2.02.C

Proposed Substitution: USG Mars High-NRC #88139 (90 NRC)  
Manufacturer: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Trade Name: \_\_\_\_\_ Model No.: \_\_\_\_\_

History:  New product     2-5 years old     5-10 yrs old     More than 10 years old

Differences between proposed substitution and specified product: Substrate - slightly lower NRC  
\_\_\_\_\_  
\_\_\_\_\_

Point-by-point comparative data prepared by contractor and attached - REQUIRED BY A/E

Reason for not providing specified item: VE Alternate Option  
\_\_\_\_\_  
\_\_\_\_\_

Similar Installation:  
Project: \_\_\_\_\_ Architect: \_\_\_\_\_  
Address: \_\_\_\_\_ Owner: \_\_\_\_\_  
Date Installed: \_\_\_\_\_

Proposed substitution affects other parts of Work:     No     Yes; explain \_\_\_\_\_

\*\*on request\*\*

Supporting Data Attached:     Drawings     Product Data     Samples     Tests     Reports     \_\_\_\_\_

# SUBSTITUTION REQUEST FORM

(Continued)

The Undersigned certifies:

- Proposed substitution has been fully investigated and determined to be equal or superior in all respects to specified product.
- Same warranty will be furnished for proposed substitution as for specified product.
- Same maintenance service and source of replacement parts, as applicable, is available.
- Proposed substitution will have no adverse effect on other trades and will not affect or delay progress schedule.
- Cost data as stated above is complete. Claims for additional costs related to accepted substitution which may subsequently become apparent are to be waived.
- Proposed substitution does not affect dimensions and functional clearances.
- Payment will be made for changes to building design, including A/E design, detailing, and construction costs caused by the substitution.
- Coordination, installation, and changes in the Work as necessary for accepted substitution will be complete in all respects.

Submitted by: Golden Valley Supply

Signed by: *Tara Jarbe*

Firm: Golden Valley Supply

Address: 1000 Zane Ave N

Minneapolis, MN 55422

Telephone: 763-544-8907

Attachments: data page, product comparison

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### A/E's REVIEW AND ACTION

- Substitution approved - Make submittals in accordance with Specification Section 01 3300.
- Substitution approved as noted - Make submittals in accordance with Specification Section 01 3300.
- Substitution rejected - Use specified materials.
- Substitution Request received too late - Use specified materials.

Signed by: Eric Neuhaus

Date: 11.14.2025

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Additional Comments:     Contractor     Subcontractor     Supplier     Manufacturer     A/E     \_\_\_\_\_

NRC 95 substitution - approved / NRC 90 substitution Rejected

