

Addendum 2 for RFB925000-01

Project Name: DOC MPCF Bldg 18 Roof Replacement

RFB #: 925000-01

DAS Project #: 9250.00

Date: 08/15/2023

Bids Due: August 29, 2023 @ 2 pm

1. See attached Pre-bid Meeting Minutes from the Pre-Bid Walkthrough on August 11, 2023 @ 11 am and Attendee List.

2. SPECIFICATIONS
 - A. SECTION 01 1200 CONTRACT SUMMARY
 1. Section 1.05 A: Work hours are anytime Monday through Friday unless arrangements are made in advance. Contractors are not limited to a 10-hour time frame.



State of Iowa - Department of Administrative Services
 109 SE 13th St.
 Des Moines, Iowa 50319
 P: (515) 281-7260

Project: 9250.00 DOC MPCF Building 18 Roof Replacement
 1200 E. Washington St.
 Mount Pleasant, Iowa 52641
 P: 319-385-9511

RFB Pre-Bid Minutes: Meeting #1

Meeting Date	Aug 11, 2023	Meeting Time	11:00 AM - 12:00 PM Central Time (US & Canada)
Meeting Location	MPCF/Teams	Video Conferencing Link	https://teams.microsoft.com/l/meetup-join/19%3ameeting_ODljMmQwMzktYzkyZC00N2E4LThlZTgtNDRmYmFkMTEwNDIy%40thread.v2/0?context=%7b%22id%22%3a%22c6c429d4-d18c-4ab8-a9a8-f0c82d33f945%22%2c%22oid%22%3a%2268b50b72-69be-4702-b867-64b92d76e44f%22%7d

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

Notes

Attachments [Attendee List.pdf](#), [RFB925000-01 Project Manual.pdf](#), [RFB925000-01 Drawings.pdf](#)

Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Mindy Aust	MA Architecture		mindy@architecturema.com	Present
Jessica Terrill	MA Architecture		jessica@architecturema.com	Absent
Adam Douglas	McGough Construction		adam.douglas@mcgough.com	Present
Leilani Hammel	McGough Construction	P: (515) 344-8980	leilani.hammel@mcgough.com	Present
Jonathan Peters	McGough Construction		jon.peters@mcgough.com	Present
Jeremy Howk	Mount Pleasant Correctional Facility	P: (319) 385-9511	jeremy.howk@iowa.gov	Present
Tony Kempker	Mount Pleasant Correctional Facility	P: (319) 385-9511 ext. 2536	anthony.kempker@iowa.gov	Absent
James Trower	State of Iowa - Department of Administrative Services		james.trower@iowa.gov	Present
Eric Harris	Terracon Consultants, Inc.	P: (319) 221-7315	eric.harris@terracon.com	Present

Introduction

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Introductions				Open
		Description DAS - Owner Representative				
		<ul style="list-style-type: none"> James Trower 				
		McGough Construction - Construction Manager				
		<ul style="list-style-type: none"> Adam Douglas, PX/Sr. Project Manager 				

<ul style="list-style-type: none"> • Leilani Hammel, Project Engineer • Jon Peters, Superintendent <p>Mount Pleasant Correctional Facility</p> <ul style="list-style-type: none"> • Anthony Kempker • Jeremy Howk <p>MA Architecture</p> <ul style="list-style-type: none"> • Mindy Aust • Jessica Terrill <p>Terracon</p> <ul style="list-style-type: none"> • Eric Harris
<p>Official Documented Meeting Minutes See attached Attendee List.</p>

Project Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Project Description				Open
<p>Description BP 01: All abatement and demolition work identified on sheet AD1.00.</p> <ul style="list-style-type: none"> • Work hours will need to allow for BP 02 to install weather protection on the roofing that is abated each day. <p>BP 02: All work shown on the contract documents with the exception of the work identified on sheet AD1.00.</p> <ul style="list-style-type: none"> • Responsible for weather protecting the existing roof deck system and building. • Responsible for temporary construction fencing and scaffolding <p>Unit 01: State the square foot cost to install new sheathing, thickness to match existing, where the snow apron is demolished at areas above the 2'-0" included in the base bid.</p> <p>Unit 02: State the lineal foot cost to install new fascia, thickness to match existing, where the gutters are demolished.</p> <p>Official Documented Meeting Minutes</p> <ul style="list-style-type: none"> • The contractors discussed phasing of BP 01 and BP 02. Right now the schedule shows the work being split up into three phases with BP 01 abating/demoing before BP 02 reroofs and installs new gutters/downspouts. It was discussed that there may be benefits to abate/demo the entire roof and having the roof temped in prior to reroof work starting as there would be less mobilizations and coordination between each bid package. McGough would like to make sure everyone is bidding from the same schedule so it important to get any questions or comments regarding scheduling submitted by the August 17th at 2 pm deadline, otherwise further schedule coordination will take place once contracts are awarded. • It was noted that any fall arrest systems that are used on the roof will need to come down at the end of each day. 						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	1	Project Schedule				Open
<p>Description</p> <ul style="list-style-type: none"> • Contract(s) Issued: September 13, 2023 • Submittals: October - November 2023 • Construction: March - August 2024 • Closeout: August - September 2024 <p>A pull-plan session will be held with the successful bid package contractors to finalize the construction schedule.</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

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	1	Site Rules				Open
<p>Description</p> <ul style="list-style-type: none"> • Onsite supervision by Prime Contractor is required at all times when work by that contractor or their subcontractors/suppliers is taking place. • Contractors shall provide daily logs for each day they are on site. • Construction progress meeting will be established once construction starts. • It is of the utmost importance to show respect and courtesy to all staff at all times. • 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. • No smoking, vaping or smokeless tobacco use onsite. • Temporary facilities by each trade bid packages for their workers. • Tool control - 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. • Cell phones - Cell phones, weapons, and cameras/camcorders are not allowed inside the facility. The foreman will be allowed to have one cell phone. • Background checks <ul style="list-style-type: none"> ◦ Must be performed on all on site employees, including sub-contractors. ◦ The Contractor hereby explicitly authorizes the Iowa DAS to conduct criminal history and/or other background investigation(s) of the Contractor, its officers, supervisory personnel, employees, and other staff retained by the Contractor or their sub-contractors for the performance of the contract. ◦ A State of Iowa record check request form will be provided at the pre-construction meeting of successful bidder. ◦ Each contractor who will be working onsite must also take the PREA test which can be found here: https://docs.google.com/presentation/d/1_8lcvvpMCYdqasseVuOxzY2ISqjS3RUi6Oups7t6zA/pub?start=false&loop=false&delayms=3000&slide=id.p • Work hours: 6am - 4pm, Monday through Friday unless arrangements are made in advance. Contractors cannot work more than the allotted 10-hour time frame unless there is an emergency. • View Specification 01 1200 - Contract Summary for more information. 						
<p>Official Documented Meeting Minutes</p> <ul style="list-style-type: none"> • Tool control: contractors should inventory what they have each day and MPCF will take note in the morning. • Cell phones will be allowed as this project is not in the secure area. • For background checks and the PREA test, contractors need to make sure to get these completed ahead of time, ideally at least a week in advanced. <ul style="list-style-type: none"> ◦ For background checks, it is important to include the exact address for the employee in order to get things processed as quickly as possible. The background checks are relatively general and rarely is someone denied based on their background check. • Work Hours: Jeremy with MPCF followed up with the facility team and there is no limit to work hours. MPCF would like to stay away from work on Saturdays/Sundays but can make accommodations if needed. 						

RFB Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Bid Submission				Open
<p>Description</p> <ul style="list-style-type: none"> • Bids are due August 29, 2023 @ 2 pm. • The Bid shall be submitted to the Issuing Officer through the IMPACS Electronic Procurement System. <ul style="list-style-type: none"> ◦ Link and information is in the project manual ◦ Contractors will need to register prior to bidding ◦ Bidders will need to register regardless of whether it has already done business with the State of Iowa. ◦ 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. ◦ Please make sure the electronic documents submitted contain any required signatures. Digital signatures will be accepted. • Bid Opening will be held via conference call on August 29, 2023 @ 3pm. • Contractor shall reference section 00 0116 for the bid submittal checklist <ul style="list-style-type: none"> ◦ Bid Proposal Information ◦ Non Discrimination Clause Information ◦ Contractor Targeted Small Business Enterprise Pre-Bid Contract Information ◦ Bid Security – 5% of total Bid amount • Apparent low bidder will be required to submit subcontractor/supplier list 48hrs after the bid opening <p>Official Documented Meeting Minutes</p> <ul style="list-style-type: none"> • The 5% bid security is a bond that DAS can claim if the contractor who is the lowest bidder decides not to move forward with the project. 						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Bid Schedule				Open
<p>Description</p> <ul style="list-style-type: none"> • Questions/Substitutions Due in Writing to Construction.Procurement@iowa.gov: August 17, 2023 by 2 pm • Addendum Issued: Addendum 1, dated August 8, 2023 • Bids Due: August 29, 2023 @ 2 pm • Tentative NOI Issued: August 30, 2023 						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.3	1	Administrative Details				Open
<p>Description</p> <ul style="list-style-type: none"> • Contractors will sign a modified ConsensusDocs 802. Example in the project manual. • Project-specific Certificate of Insurance must be provided prior to contract execution. Follow example in the project manual and limits in the 802. • Project-specific P&P bonds must be provided prior to contract execution. • Successful contractor must turn in their list of subcontractors and suppliers within 48 hours of the bid. • DAS will provide tax exempt certificates upon request. • Procure will be used for all project management, at no cost to the trade contractor. <ul style="list-style-type: none"> ◦ Submittals, Invoicing, RFIs, ASIs, PRs, RFQs ◦ Contracts, Change Orders and Certificates of Substantial and Final Completion will also use Docusign • Contractor Schedule of Values shall be broken out as specified in the project manual. 						

- SOV must contain a closeout line item for at least 1% of the total contract value.
- This line item can only be invoiced once the certificate of final completion has been signed by all parties.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Pre-Bid Site Visits				Open
Description Bldg 18 Roof, Gutters, Downspouts Any others?						
Official Documented Meeting Minutes After walking the site, McGough will work to include language for including seeding/landscaping around the building, as well as clarify scaffolding that will be needed. This will be issued in a later addendum.						

Questions

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Questions				Open
Description Submit all questions in writing to construction.procurement@iowa.gov .						

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.



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**MPCF Bldg 18 Roof Replacement
Pre-Bid Meeting – 08/11/2023**

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Brian Lockie	RENAISSANCE	630-842-1290	blockie@historiexteriors.com
Andy Hines	Ecco Midwest, Inc.	651-600-8636	AHINES@ECCOMIDWEST.COM
Mindy Aust	MAA	515 473 4834	Mindy@architectbrma.com
Jeremy Huk	MPCF	319-388-9511	jeremy.huk@mcgough.com
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Kristi Perry	MPCF		
Scott Perry	McCulloch Const.		
	PG Customs		