

Addendum #01 for RFP #937100-02

Project Name: DPS P03 Parking Lot Replacement

DAS RFP #: 937100-02

DAS Project #: 9371.00

Date: 4/30/2024

Addendum #1:

This Addendum consists of:

General Items:

1. Remove section 1.3.5.1 Asphalt overlay and replace with 1.3.5.1 Replace existing asphalt pavement and replace with new cast in place concrete.
2. Remove section 1.3.5.2 Base Repairs as needed and replace with 1.3.5.2 Include parking lot striping.
3. Changed Proposal Due Date To: **05/16/2024 @ 2:00 PM**
4. Meeting Minutes: RFP Pre-Proposal Meeting held on 4/25/2024 (3 Page)

RFP 937100-02 Pre-Proposal Minutes: Meeting #2

Meeting Date		Meeting Time	10:30 AM - 11:30 AM Central Time (US & Canada)
Meeting Location	2025 Hunt Ave Council Bluffs, Iowa 51503	Video Conferencing Link	https://teams.microsoft.com/l/meetup-join/19%3ameeting_YzVhNDhhNDEtNzRiNi00MTZmLTkzMWYtNWUwZGUxOGI3ZWl5%40thread.v2/0?context=%7b%22id%22%3a%22705e7dc3-c582-4519-a026-3a1c9fd5fc88%22%2c%22oid%22%3a%2232fc077f-7c0c-4059-94f0-09beb0a16bf6%22%7d

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

Notes

Attachments

Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Jarrad Boever	Boyd Jones Construction Company		jboever@boydjones.biz	Present
Andrew Paleczny	Boyd Jones Construction Company	P: (402) 553-1804	apaleczny@boydjones.biz	Present
Michael Wesack	Department of Public Safety - District 3		wesack@dps.state.ia.us	Present
James Trower	State of Iowa - Department of Administrative Services		james.trower@iowa.gov	Present

Introduction

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	2	Introductions				Open
		Description DAS - Owner Representative <ul style="list-style-type: none">James Trower Boyd Jones - Construction Manager <ul style="list-style-type: none">Andrew Paleczny (Project Manager)Jarrad Boever (Project Engineer) Post 3 - District Commander <ul style="list-style-type: none">Michael Wesack				
		Official Documented Meeting Minutes Also in attendance: <ul style="list-style-type: none">Matt O'Reilly moreilly@hgmonline.com HGM Associates Inc.				

- Elizabeth Hunter ehunter@snyder-associates.com Snyder Associates

Project Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	2	Scope Review				Open
Description At a minimum, design for construction for the following: <ul style="list-style-type: none"> Asphalt overlay. Base repairs as needed. This shall include a geotechnical investigation of the soil underneath the paving and recommendations, as well as design, for any modifications based on the findings of the investigation be included. Designer is to include 3 borings at a depth of 5 feet and provide a unit cost per additional boring. Designer is responsible for private and public utility locating during the design phase. Designer is responsible for all survey work and shall provide control points for the selected Contractor. 						
Official Documented Meeting Minutes After talking with the engineers that joined the pre proposal meeting and DAS talking internally we will be changing the scope to replacement of the asphalt parking lot with cast in place concrete. Boyd Jones will adjust the scope and send out via addendum. There are also some concerns with asphalt availability. Possible may need to go with concrete as a more affective alternate.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	2	Schedule Review				Open
Description RFP-specific dates <ul style="list-style-type: none"> Questions Due to construction.procurement@iowa.gov: 5/2/2024 @ 4:00PM Addendum Issued: Proposals Due: 5/9/2024 @ 2:00pm Selection of Designer/Issue NOI: Week of 5/13/2024 Execution of 803 Contract: Week of 5/20/2024 Tentative Design Kickoff Meeting: Week of 5/28/2024 50% CD: To be coordinated with DAS and CM 95% CD: To be coordinated with DAS and CM Contractor Bidding: August of 2024 Execution of Contractor's Contract(s): September 2024 Submittals, Procurement and Construction: September 2024 to October 2024 Closeout: October 2024 to November 2024 						

RFP Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	2	RFP Requirements Review				Open
Description <ul style="list-style-type: none"> All questions to be directed to construction.procurement@iowa.gov DAS uses Procore online project management system for all projects, at no cost to the designer. DAS uses a modified ConsensusDocs 803 Form of Agreement 						

- DAS requires a project-specific Certificate of Insurance and specifies a Professional Liability policy of \$2,000,000 with a deductible of \$25,000
 - Must note in proposal if deductible is different and provide a letter of financial stability from bank
 - Must provide COI prior to contract execution
- Ensure the following items are included in the proposal:
 - Project-specific schedule
 - Resumes for all technical staff that will be assigned to the project
 - Anticipated hours and rates for each person on the design team
 - Lump sum broken down by schedule of values

Official Documented Meeting Minutes

Deductible has been amended to \$200,000.

Conclusion

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	2	Designer Questions				Open
Description Any questions?						
Official Documented Meeting Minutes Q1. Is the fenced in storage area included in this scope. A1. Yes Q2. Can the islands that once had trees in them be removed? A2. MM is typically like for like. Once we have a designer on board then this can be discussed further. Code? Possible have this as an add alternate. Q3. Do we need curbs? A4. Part of the parking lot has them and part doesn't. The only concern is if these are needed to assist with drainage. This is a discussion to have with a designer once on board. Q4. Do we need full replacement of lot or can we just do an overlay? A4. If an overlay is just done then all of the cracks will start to show through very quickly and will be undermined. Full replacement is recommended by the designers present. Q5. Was there an overlay done in the past? A5. Yes, but the date of it is unknown. Q6. Are there any additional lighting requirements? A6. No, and all existing lighting is out of the parking lots and will not be affected by this projects scope.						

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.

END OF ADDENDUM #1