



Addendum 01 for RFB937400-01

Project Name: HHS CHMHI Gym Ceiling Repair
DAS RFB #: 937400-01
DAS Project #: 9374.00
Date: 10/25/2024

Bids Due: October 31st, 2024 at 2:00 PM CST

Contents:

- Cover Page – Table of Contents Questions and Clarifications (2 pages)
- Pre-Bid Meeting Minutes & Sign-In Sheet (7 pages)
- Section 00 4116 Bid Forms (5 pages)
- Section 01 1200 Contract Summary (5 pages)

1. Questions:

Q: Use blown insulation in lieu of batt insulation for Alt #1.

A: Yes, more information coming in forthcoming addendum

Q: Have an option to bid a combined bid pkg including BP#01, BP#2, & BP#3?

A: Yes, updated Bid Form attached.

Q; Are there Davis Bacon Requirements?

A: No

Q: Are there Liquidated Damages?

A: No

Q: On page ED2.0 if we reuse the existing j-boxes for the lights they will be covered in blown insulation. Is that OK if J-boxes and cover are covered in insulation?

A: Yes

2. Clarifications:

We currently have the Tectum panels spec'd as 4' x 8', but I think more manufacturers make 2' x 8' and they will be easier to handle. Contractors will have the option of installing either size. Both

would be installed with a half lap (4ft offset) lengthwise, so it looks like a running bond pattern. This would make the long joints either 2 foot or 4 feet apart on the length of gym ceiling.

RFB Pre-Bid Agenda: Meeting #1

Meeting Date Oct 22, 2024 **Meeting Time** 10:30 AM - 11:30 AM Central Time (US & Canada)

Meeting Location

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

Attachments

Scheduled Attendees

Name	Company	Phone Number	Email
Jason Pigott	Cherokee Mental Health Institution	P: (712) 225-6949	jpigott@dhs.state.ia.us
Tommy Hisler	DCI Group	P: (515) 244-5043	tommyh@dcigroup-us.com
Travis Hoyle	DCI Group	P: (515) 244-5043	travish@dcigroup-us.com
Casey Adams	Durantem MEP Consulting Inc	P: (515) 452-8392	caseya@durantem.com
Edward Matt	Genesis Architectural Design	P: (515) 440-1681	ematt@gendsn.com
Jennie Elliott	State of Iowa - Department of Administrative Services		jennie.elliott@iowa.gov

Introduction

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

Project Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Project Description				Open
		Description				
		<p>1. Bid Package #01 General Construction Trade Contractor shall include all of the following, but not limited to, as part of the contract:</p> <ol style="list-style-type: none"> 1. This contractor is responsible for providing dumpsters and temporary sanitary facilities for all bid packages as part of this project. 2. This contractor shall provide and install new tectum panels and furring strips on the gym ceiling as noted in the contract documents. 3. All work is to be constructed in compliance with state building codes and industry standard practices. 4. This contractor is responsible for patching and painting holes in plaster wall at demoed HVAC units and conduits, touch up paint shall match existing. 5. This contractor shall remove stud and drywall infill on corridor side for sliding door access to move materials into the gym. This shall include replacing studs and drywall infill, paint to match existing conditions. 				

6. Contractor to verify all dimensions and site conditions shown with field measurements, quantities shown, and square foot numbers noted are estimates. Report any discrepancies to the architect & engineer prior to proceeding with work.
 7. This contractor shall provide new VCT tiles in gym floor to patch back floor where demoed HVAC units have been removed.
 8. This contractor is responsible for patching 20" holes in plaster ceiling from existing lights with ½" drywall. Contractor shall coordinate with Bid Package #3 for the removal of lighting units as necessary.
 9. This contractor shall be responsible for patching of all holes in plaster walls at demoed conduits, painting to match. Coordinate with Bid Package #2 as necessary.
 10. This contractor shall paint new conduits and metal cover to match existing wall color, coordinate with Bid Package #2 and #3 as necessary.
 11. This contractor shall coordinate the use of elevator with owner, verifying elevator weight capacity for materials and equipment as necessary. Elevator cab protection shall be provided by this contractor when in use.
1. **Alternate #01** – Add Insulation in Attic Space: Trade Contractor shall include all of the following, but not limited to, as part of the contract:
1. As part of alternate #1, this contractor shall provide their cost to add 8" unfaced batt insulation in attic over entire ceiling area.
 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.
1. **Bid Package #02** – Mechanical: Trade Contractor shall include all of the following, but not limited to, as part of the contract:
1. This contractor shall provide and install all new mechanical equipment which includes but is not limited to new HVAC units, fabric ducts, low pressure steam and condensate piping, louvers with bird screens, new steel angle lintels as noted in the contract documents, see mechanical equipment schedule and notes on sheet M6.0
 2. All work shall conform to the requirements of all applicable local state and national codes, as well as local utility requirements. Provide all required accessories and equipment for a complete operations system and maintain warranty requirements.
 3. All cutting required for mechanical work shall be performed by the mechanical contractor unless noted otherwise. All finished surfaces that are cut shall be replaced in kind so there is not visible evidence of cutting/patching. Coordinate with BP #1 on patching back of walls.
 4. This contractor is responsible for the installation of hangers and supports as required to adequately and securely support mechanical system components in a neat and workmanlike manner. Contractor shall coordinate ductwork routing and equipment with building structure, lighting and fire alarm devices.
 5. This contractor is responsible for modifying existing masonry wall for new HVAC units, this includes providing new steel angle base plats and lintels and infilling opening with existing brick as noted in the contract documents
 6. This contractor shall demo the existing HVAC blower coil and turn over to the owner. Steam and condensate piping to remain for reconnection.
 7. This contractor shall patch pipe holes in floor with concrete.
 8. This contractor shall remove existing exhaust fan and turn over to the owner. This contractor shall infill the opening with 2 x 4 studs and cement board & plaster, priming and paint match existing on the interior and infilling opening with salvaged brick on the exterior.
 9. This contractor is responsible for providing and installing new classroom air conditioning unit as noted in the contract documents. Contractor shall coordinate wall sleeve with existing window opening. Provide front and top filler panels between units, these shall be fabricated and painted to match new units.
 10. This contractor is responsible for providing third party testing and balancing of new mechanical system.
 11. All low-pressure steam and steam condensate piping shall be the responsibility of this contractor. This piping shall be mounted along wall as high as possible to maintain fall.
 12. This contractor shall route cooling condensate along molding high on wall. Condensate piping shall be insulated and wrapped with PVC jacket.
 13. This contractor shall provide 14" diameter SA fabric duct down to ACU, this shall be routed immediately below solid ceiling, duct shall be run horizontally and not sloped.
 14. This contractor shall provide and install steam pipe cover with slanted top, this shall be fabricated with 16 gage prefinished metal. Coordinate with BP #1 for painting of metal cover

15. This contractor shall coordinate the use of elevator with owner, verifying elevator weight capacity for materials and equipment as necessary. Elevator cab protection shall be provided by this contractor when in use.

1. **Bid Package #03** – Electrical: Trade Contractor shall include all of the following, but not limited to, as part of the contract:

1. This contractor shall be responsible for all electrical work for this projected which includes but is not limited to demo of power to existing mechanical equipment and light fixtures, disconnect switches, controllers, control stations and control devices to complete equipment wiring requirements and new lighting units.
2. This contractor shall provide all required accessories and equipment for a complete operations system and maintain warranty requirements. It is the responsibility of this contractor to verify all equipment provided is suitable for intended use. Install all equipment in strict accordance with manufactures instructions.
3. This contractor is responsible for installation of all hangers and supports and conduits required to adequately and securely support electrical system components in a neat and workmanlike manner as specified in NECA 1.
4. This contractor is responsible for equipment connections, make conduit connections to equipment using flexible conduit.
5. This contractor is responsible for testing lighting systems to ensure proper calibration, adjustment, programming and operation.
6. This contractor shall provide typed written panel directory on electrical panels. Handwritten text is not acceptable.
7. This contractor shall demo power to the existing mechanical equipment, remove conduit and conductors back to panel RCB P1-12.1.
8. This contractor shall demo light switch and associated contacts located in the attic. Remove all conductors. Conduit may remain for reuse if it is in acceptable condition.
9. This contractor shall demo existing light fixtures, back box to remain for feeding and support of new fixtures.
10. This contractor shall provide power to new HVAC units and new lighting as noted in the contract documents.

1. **Work Performed by Owner:** CHMI 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. Abatement of ACM Floor tiles and lead paint

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: 11/1/24 • Submittals: November • Construction: December - June (HVAC equipment has a 5 month lead time) • Closeout: July <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>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
 - Provided by bid package #1
- Demolished equipment
- Tool control
 - 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.
- Background checks
 - will be required for construction personnel working onsite
- Work hours
 - Typical hours are 7 AM - 5 PM Monday-Friday. Other hours can be arranged on an as needed basis.
- View Specification 01 1200 - Contract Summary for more information.

RFB Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Bid Submission				Open
Description						
<ul style="list-style-type: none"> • Bids are due by 2:00 pm Thursday, October 31st, 2024 • 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 3:00 pm Thursday, October 31st, 2024 • 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 						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Bid Schedule				Open
Description <ul style="list-style-type: none"> • Questions/Substitutions Due in Writing to Construction.Procurement@iowa.gov: 1:00 pm, October 25th, 2024 • Addendum Issued: by 10/29/24 • Bids Due: 10/31/24 by 2:00 pm • Tentative NOI Issued: 11/1/24 						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.3	1	Administrative Details				Open
Description <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. <ul style="list-style-type: none"> ◦ 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 Contractors can walk the building following the conclusion of our meeting.						

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 .						

Meeting: 9374.00 CHMI Gym Ceiling and Conditioning
Repairs - Pre-Bid Meeting
Date: 10/22/24

Attendees

In Attendance (Initial)	Name	Company
	Travis Hoyle	DCI Group
	Ron Lemon	Ras mussa
	See Metcalf	CW Suter
	Kenny Kuecht	Deisen Driscoll
	Jim Hasehoff	Hasehoff Const
	Evan Palama	L&L Builders Co.
	Julie Sebelein	Power Solutions
	Jacob Matthews	Graves Const.
	Lee Palmer	K&L Electric
	Tim Masten	MWM
	Dave Schuff	HFS Electric
	Mike Johnson	Hobstain E&C
	Ed Nitt	CONCRETE

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515-440-681

In Attendance (Initial)	Name	Company
	Cory Adams	Davenport
	Ed Matt	Gensis

SECTION 00 4116

BID FORM

The Bid Form must be submitted online through the State's [IMPACS Electronic Procurement System](#).

RFB #937400-01

BID FORM for CONSTRUCTION CONTRACT

for

CHMI Gym Ceiling Repair

1251 W Cedar Loop

Cherokee, Iowa 51012

Project 9374.00

Iowa Department of Administrative Services
Hoover State Office Building, Level 3
1305 East Walnut Street
Des Moines, Iowa 50319-0105

The following information is to be completed and submitted with your bid.

1. Bid Form - Completed and Signed (to be uploaded with bid submission)
2. Non-Discrimination Clause Information
3. Contractor Targeted Small Business Enterprise Pre-Bid Contract Information
4. Bid Security – 5% of total Bid amount (to be uploaded with bid submission)

Authorized Representative:

The undersigned Bidder, in response to your Request for Bid for construction of the above project, having examined the Drawings, Specifications, and other Bidding Documents dated October 10th, 2024 and Addenda issued and acknowledged below as received and being familiar with all the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials, equipment and supplies to perform all work to construct the project in strict accordance with the proposed Contract Documents, within the time and at the prices stated below. Prices are to cover all expenses incurred in performing the work required under the proposed Contract Documents, of which this bid is a part.

Bidder acknowledges receipt of the following Addenda which are a part of the Bidding Documents and for which any effect on cost of the Work is included in the bid amounts indicated:

Number _____

Dated _____

Note that the State of Iowa is exempt from State and Local sales and use taxes (including local option and school option) for this project. Taxes on construction materials shall NOT be included in the bid amounts.

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

BID PACKAGES:

BP 01

Description: General Construction

Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:

Dollars
(\$_____).

ALT 01

Description: Add Insulation in Attic Space

Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:

Dollars
(\$_____).

BP 02

Description: Mechanical

Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:

Dollars
(\$_____).

BP 03

Description: Electrical

Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:

Dollars
(\$_____).

BP 04

Description: Combined Bid - General Construction, Mechanical & Electrical

Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:

Dollars

(\$_____).

Bidder hereby certifies that:

1. This bid is genuine and is not made in the interest of or on behalf of any undisclosed person, firm or corporation;
2. Bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain any advantage over any other bidder or over the Owner.
3. Bidder hereby certifies that the Bidder is registered with the Iowa Labor Commissioner as a Contractor as required by Chapter 91C, Code of Iowa.
4. Bidder agrees to comply with all Federal and State Affirmative Action/Equal Employment Opportunity requirements concerning fair employment and will not discriminate between or among them by reason of race, color, religion, sex, national origin or physical handicap.
5. All construction under this Contract shall conform to the requirements of the *Iowa State Building Code*.
6. Bidder agrees that this bid shall remain valid and shall not be withdrawn for a period of thirty (30) calendar days after the date for receipt of bids.
7. Bidder agrees that if written notice of acceptance of this bid is mailed, emailed, or delivered to the undersigned within thirty (30) days after the date in which bids are due, or at any time thereafter before it is withdrawn, the undersigned will sign and return the Contract Agreement, prepared in accord with the Bidding Documents and this bid as accepted; and will also provide proof of insurance coverage and required surety bonds.
8. Bidder understands that the Owner reserves the right to reject any and all bids, and to waive irregularities or informalities and enter into a contract for the work, as the Owner deems to be in the best interest of the State.
9. Bidder understands that the Owner reserves the right to accept any, or no, Alternate Bid, if requested, and that the Alternate Bids may be considered in any order or combination, and the low Bidder shall be determined on the basis of the sum of the base bid and any Alternate(s) accepted.

Subcontractors:

The Trade Contractor must identify all Subcontractors and Suppliers within 48 hours of the published date and time for which bids must be submitted, in accordance with Iowa Code Section 8A311, as amended by House File 646 in 2011. Subcontractors and suppliers may not be changed without the approval of the Owner. Requests for changing a Subcontractor or supplier must identify the reason for the proposed change, the name of the new Subcontractor or supplier, and the change in the subcontractor or supplier price as a result of the change. Any reduction in subcontractor or supplier price as a result of the change, if the change is approved by the Owner, shall be deducted from the Trade Contract Price via a deductive Change Order. Any such changes, if approved by the Owner, which result in an increase in the Trade Contract Price shall be borne by the Trade Contractor.

Enforcement of Reciprocal Resident Bidder Preference, per Iowa Code 73A.21.

All bidders shall either check the box next to "Resident Bidder" or check the box next to "Nonresident Bidder" and by doing so and signing thereafter certifies and attests to the same. All information requested must be provided. Seek out the advice of an attorney if you have questions.

"Resident Bidder" means a person or entity authorized to transact business in of the State of Iowa and having a place of business for transacting business within the State of Iowa at which it is conducting and has conducted business for at least three years prior to the date of the first advertisement for the public improvement. Note, however, that if a nonresident bidder's state or foreign country has a more stringent definition of a resident bidder, the more stringent definition is applicable as to bidders from that state or foreign country.

Resident Bidder

Name of Resident Bidder: _____

By: _____
Authorized Agent and Signatory of Resident Bidder

OR:

Nonresident Bidder

Name of Nonresident Bidder: _____

Name of State or Foreign Country of Nonresident Bidder: _____

Particularly identify and describe any preference, labor preference, or any other type of preferential treatment, in effect in the nonresident bidder's state or foreign country at the time of this bid:

NOTICE: Nonresident Bidders domiciled in a state or country with a resident labor force preference shall make and keep, for a period of not less than three years, accurate records of all workers employed on the public improvement. The records shall include each worker's name, address, telephone number when available, social security number, trade classification, and the starting ending time of employment.

By: _____
Authorized Agent and Signatory of Nonresident Bidder

Bid Form shall be signed by an officer of the company with authority to bind in a contract. Notice of acceptance of this bid, or request for additional information by the Department of Administrative Services, may be addressed to the undersigned at the address set forth below:

Legal Name of Firm: _____

Date: _____

Signature of Bidder: _____

Title: _____

Typed Name of Signatory: _____

Email: _____

Business Address:

Telephone Number: _____ Fax Number: _____

Federal Tax Identification Number: _____

Iowa Contractor Registration Number: _____

Bidder Safety Manager Name: _____

For an out-of-state Bidder, Bidder certifies that the Resident Preference given by the State or Foreign Country of Bidder's residence, _____, is _____ %.

END OF SECTION

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: Cherokee Mental Health Institute 1251 W Cedar Loop, Cherokee, Iowa 51012
- B. DAS Project #: 9374.00
- 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: Jennie Elliott, Iowa Department of Administrative Services, 109 SE 13th Street, Des Moines, IA 50319
- E. Construction Manager: Travis Hoyle, DCI Group, 220 SE 6th St., Des Moines IA, 50309

1.03 PROJECT SUMMARY

- A. The project includes HAVC and ceiling renovations at the Cherokee Mental Health Institute gymnasium.
- B. Target date to provide substantial completion is June 20th, 2025.

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 so 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.

1.05 WORK HOUR RESTRICTIONS

- A. Work hours are from 7:00 AM to 5:00 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.

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. All construction workers must have a background check completed prior to entering the campus to perform work.
- C. Hot Work Permit Processes and Fire Watch, when necessary, will be adhered to for this project.
- D. All State properties are tobacco free. No smoking will be permitted or tolerated on campus unless in designated areas.
- E. You are permitted access only to the work site and no other area of the institution.
- F. No drugs, alcohol, or firearms are allowed on the work site.
- G. Do not leave money, drugs, alcohol, or firearms in your personal vehicle.
- H. Company and personal vehicles are to be parked and locked in designated or authorized area of the work.
- I. Secure all tools at the end of the day.
- J. Maintain control of all tools, supplies, and debris at all times during the work.

- K. Never leave keys in any vehicle. If a security officer finds keys in a vehicle, they are under orders to turn them in to a security supervisor.
- L. Do not give anything to residents or take anything from residents; if they offer, inform your supervisor.
- M. Secure all tools at the end of each day. Never leave tools unattended. All tools shall be checked in at the beginning of the day and checked out at the end of the day. If security officers find loose tools, they are under orders to turn them in to their supervisor.
- N. All delivery vehicles must go directly to the job site. Extra time should be anticipated for all deliveries. Provide 24-hour notice to the facility of deliveries.
- O. During an emergency, follow the instructions of the security staff.
- P. Contractor shall wear clothing of a different color, pattern, fashion, etc. as to distinguish themselves from inmates.

1.09 **BID PACKAGE INSTRUCTIONS** Contractor shall include all of the following, but not limited to, as part of the contract:

- A. **Bid Package #01** General Construction Trade Contractor shall include all of the following, but not limited to, as part of the contract:
 1. This contractor is responsible for providing dumpsters and temporary sanitary facilities for all bid packages as part of this project.
 2. This contractor shall provide and install new tectum panels and furring strips on the gym ceiling as noted in the contract documents.
 3. All work is to be constructed in compliance with state building codes and industry standard practices.
 4. This contractor is responsible for patching and painting holes in plaster wall at demoed HVAC units and conduits, touch up paint shall match existing.
 5. This contractor shall remove stud and drywall infill on corridor side for sliding door access to move materials into the gym. This shall include replacing studs and drywall infill, paint to match existing conditions.
 6. Contractor to verify all dimensions and site conditions shown with field measurements, quantities shown, and square foot numbers noted are estimates. Report any discrepancies to the architect & engineer prior to proceeding with work.
 7. This contractor shall provide new VCT tiles in gym floor to patch back floor where demoed HVAC units have been removed.
 8. This contractor is responsible for patching 20" holes in plaster ceiling from existing lights with ½" drywall. Contractor shall coordinate with Bid Package #3 for the removal of lighting units as necessary.
 9. This contractor shall be responsible for patching of all holes in plaster walls at demoed conduits, painting to match. Coordinate with Bid Package #2 as necessary.
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- B. **Alternate #01 – Add Insulation in Attic Space:** Trade Contractor shall include all of the following, but not limited to, as part of the contract:
 1. As part of alternate #1, this contractor shall provide their cost to add blown in insulation in attic over entire ceiling area.
 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.

- C. **Bid Package #02 – Mechanical:** Trade Contractor shall include all of the following, but not limited to, as part of the contract:
1. This contractor shall provide and install all new mechanical equipment which includes but is not limited to new HVAC units, fabric ducts, low pressure steam and condensate piping, louvers with bird screens, new steel angle lintels as noted in the contract documents, see mechanical equipment schedule and notes on sheet M6.0
 2. All work shall conform to the requirements of all applicable local state and national codes, as well as local utility requirements. Provide all required accessories and equipment for a complete operations system and maintain warranty requirements.
 3. All cutting required for mechanical work shall be performed by the mechanical contractor unless noted otherwise. All finished surfaces that are cut shall be replaced in kind so there is not visible evidence of cutting/patching. Coordinate with BP #1 on patching back of walls.
 4. This contractor is responsible for the installation of hangers and supports as required to adequately and securely support mechanical system components in a neat and workmanlike manner. Contractor shall coordinate ductwork routing and equipment with building structure, lighting and fire alarm devices.
 5. This contractor is responsible for modifying existing masonry wall for new HVAC units, this includes providing new steel angle base plats and lintels and infilling opening with existing brick as noted in the contract documents
 6. This contractor shall demo the existing HVAC blower coil and turn over to the owner. Steam and condensate piping to remain for reconnection.
 7. This contractor shall patch pipe holes in floor with concrete.
 8. This contractor shall remove existing exhaust fan and turn over to the owner. This contractor shall infill the opening with 2 x 4 studs and cement board & plaster, priming and paint match existing on the interior and infilling opening with salvaged brick on the exterior.
 9. This contractor is responsible for providing and installing new classroom air conditioning unit as noted in the contract documents. Contractor shall coordinate wall sleeve with existing window opening. Provide front and top filler panels between units, these shall be fabricated and painted to match new units.
 10. This contractor is responsible for providing third party testing and balancing of new mechanical system.
 11. All low-pressure steam and steam condensate piping shall be the responsibility of this contractor. This piping shall be mounted along wall as high as possible to maintain fall.
 12. This contractor shall route cooling condensate along molding high on wall. Condensate piping shall be insulated and wrapped with PVC jacket.
 13. This contractor shall provide 14" diameter SA fabric duct down to ACU, this shall be routed immediately below solid ceiling, duct shall be run horizontally and not sloped.
 14. This contractor shall provide and install steam pipe cover with slanted top, this shall be fabricated with 16 gage prefinished metal. Coordinate with BP #1 for painting of metal cover
 15. This contractor shall coordinate the use of elevator with owner, verifying elevator weight capacity for materials and equipment as necessary. Elevator cab protection shall be provided by this contractor when in use.
- D. **Bid Package #03 – Electrical:** Trade Contractor shall include all of the following, but not limited to, as part of the contract:
1. This contractor shall be responsible for all electrical work for this projected which includes but is not limited to demo of power to existing mechanical equipment and light fixtures, disconnect switches, controllers, control stations and control devices to complete equipment wiring requirements and new lighting units.
 2. This contractor shall provide all required accessories and equipment for a complete operations system and maintain warranty requirements. It is the responsibility of this contractor to verify all equipment provided is suitable for intended use. Install all equipment in strict accordance with manufactures instructions.

3. This contractor is responsible for installation of all hangers and supports and conduits required to adequately and securely support electrical system components in a neat and workmanlike manner as specified in NECA 1.
4. This contractor is responsible for equipment connections, make conduit connections to equipment using flexible conduit.
5. This contractor is responsible for testing lighting systems to ensure proper calibration, adjustment, programming and operation.
6. This contractor shall provide typed written panel directory on electrical panels. Handwritten text is not acceptable.
7. This contractor shall demo power to the existing mechanical equipment, remove conduit and conductors back to panel RCB P1-12.1.
8. This contractor shall demo light switch and associated contacts located in the attic. Remove all conductors. Conduit may remain for reuse if it is in acceptable condition.
9. This contractor shall demo existing light fixtures, back box to remain for feeding and support of new fixtures.
10. This contractor shall provide power to new HVAC units and new lighting as noted in the contract documents.

E. **Work Performed by Owner:** CHMI 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. Abatement of ACM Floor tiles and

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF SECTION