

## **RFB 945900-01 ADDENDUM #1**

DATE: February 12, 2025

PROJECT: 9459.00 HHS STS A.E. Sheperd A/C Replacement

BID DUE DATE: February 20, 2025 @ 2:00 pm

TO: All Contract Document Holders of Record.

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This Addendum forms a part of the bidding and construction documents. This Addendum supersedes and supplements all portions of the original bidding and construction documents dated January 17, 2025, with which it conflicts. Please attach this Addendum to the Project Manual(s) in your possession.

**ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN THE SPACE PROVIDED ON THE BID FORM. FAILURE TO DO SO MAY SUBJECT BIDDER TO DISQUALIFICATION.**

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### **1. QUESTIONS/CLARIFICATIONS**

#### a. Clarifications

- i. In specification section 23 82 16 – Air Coils, “RAE Coil” has been added as an approved manufacturer.
- ii. See attached meeting minutes and sign-in sheet from the pre-bid meeting held on February 7<sup>th</sup>, 2025.
- iii. The contact for any additional site visits, if needed, will be Christopher Olson. He can be reached at (515) 321-5471.

**Q1.** If the existing auditorium paint number / description is not available, can a paint sample / chip be provided?

**A1.** Yes, if the existing auditorium paint number / description is not available, a paint sample / chip will be provided to the awarded contractor.

**Q2.** Can the new condensing unit be served from Panel B in the museum, in lieu of the main distribution panel? The existing panel has space and is closer to the condensing unit.

**A2.** No, the design team is not comfortable adding 80 amps of load to an existing 200-amp panel that has no demand meter information to base design decisions on.

**Q3.** Do we want metal jacketing on the existing refrigerant line insulation?

**A3.** Plastic jacketing, as listed in 23 07 19, is all that is required. Metal jacketing is not required.

**Q4.** What sheet metal work is included?

**A4.** Installation of four balancing dampers and any sheet metal needed to blank off around the new coil in the existing AHU-2E once the coil is installed.

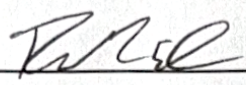
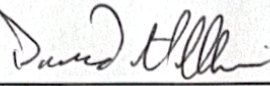
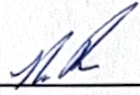

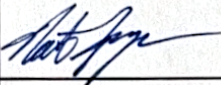
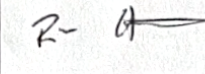
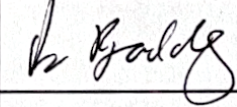
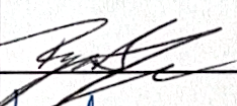
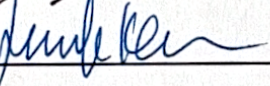
**Q5.** Can the furthest balancing damper be installed in the main?

**A5.** Yes, the furthest damper to the east can be installed in either the main duct run after the final reducer before entering the northeast office or in the branch after the duct exists the northeast office, that is up to the contractor.

**Q6.** Do you anticipate any modifications to the slab?

**A6.** No, it appears to be in good condition. Contact the CM if there are any issues discovered once the existing equipment is demolished.

PRE-BID SIGN IN SHEET  
HHS STS A.E. Sheperd A/C Replacement Project  
Friday, February 7, 2025

	Name (Printed)	Name (Signed)	Company Name	Email Address
1	Randal Sweet		modern	randal.sweet@moderncompaniesinc.com
2	Dave Millheim		ACI Mechanical	dwillheim@acimech.com
3	Nichols Franzen		Reliable 1	Nichols@Reliable1iaa.com
4	Justin Sheridan		Reliable 1	justin@reliable1iaa.com
5	Nate Jacques		IMEG	nathanial.k.jacques@imegcorp.com
6	Ryan Hendershot		Henninger Electric	ryanh@henningerelectric.com
7	PARKER BEDDING		McGough	parker.bedding@mcgough.com
8	RYAN SCHRAGE		STS	ryan.schrage@hhs.iowa.gov
9	Jennifer Klear		DAS	Jennifer.klear@iowa.gov
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## RFB Pre-Bid Minutes: Meeting #1

<b>Meeting Date</b>	Feb 7, 2025	<b>Meeting Time</b>	10:00 AM - 11:00 AM Central Time (US & Canada)
<b>Meeting Location</b>	3211 Edgington Ave Eldora, Iowa 50627 United States	<b>Video Conferencing Link</b>	<a href="https://teams.microsoft.com/l/meetup-join/19%3ameeting_MGVjOTIzZDYtOGIwNS00YjAyLTk5OTgtMm11MDEyNGI1ZjEz%40thread.v2/0?context=%7b%22Tid%22%3a%22c6c429d4-d18c-4ab8-a9a8-f0c82d33f945%22%2c%22Oid%22%3a%22ae371dc3-8cb9-45a9-9e8b-dd95fbacb6ce%22%7d">https://teams.microsoft.com/l/meetup-join/19%3ameeting_MGVjOTIzZDYtOGIwNS00YjAyLTk5OTgtMm11MDEyNGI1ZjEz%40thread.v2/0?context=%7b%22Tid%22%3a%22c6c429d4-d18c-4ab8-a9a8-f0c82d33f945%22%2c%22Oid%22%3a%22ae371dc3-8cb9-45a9-9e8b-dd95fbacb6ce%22%7d</a>

**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
Evan Hammer	IMEG Consultants Corp	P: (515) 344-4303	evan.j.hammer@imegcorp.com	Absent
Nate Jacques	IMEG Consultants Corp	P: (515) 334-4303	nathaniel.k.jacques@imegcorp.com	Present
Kristen Spina	IMEG Consultants Corp	P: (515) 334-9906	kristen.l.spina@imegcorp.com	Absent
Parker Badding	McGough Construction		parker.badding@mcgough.com	Present
Adam Douglas	McGough Construction		adam.douglas@mcgough.com	Conference
Jennifer Kleene	State of Iowa - Department of Administrative Services	P: (515) 725-0454	jennifer.kleene@iowa.gov	Present
Ryan Schrage	State Training School	P: (614) 858-7402 ext. 4103	ryan.schrage@hhs.iowa.gov	Present

### Introduction

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Introductions				Open
		<b>Description</b> <ul style="list-style-type: none"> <li>• DAS Owner's Representative <ul style="list-style-type: none"> <li>◦ Jennifer Kleene</li> </ul> </li> <li>• State Training School Facility Operations Manager <ul style="list-style-type: none"> <li>◦ Ryan Schrage</li> </ul> </li> <li>• McGough Construction <ul style="list-style-type: none"> <li>◦ Adam Douglas - Senior Project Manager</li> </ul> </li> </ul>				

- Parker Badding - Project Engineer
- IMEG
  - Nate Jacques - Project Manager
  - Evan Hammer - Mechanical
  - Kristen Spina - Electrical

**Official Documented Meeting Minutes**

Official Meeting Attendance

- Randal Sweet - Modern Companies
- Dave Millheim - ACI Mechanical
- Nicholas Bruman - Reliable 1
- Justin Sheridan - Reliable 1
- Ryan Hendershot - Henninger Electric
- Nate Jacques - IMEG
- Parker Badding - McGough
- Ryan Schrage - STS
- Jennifer Kleene - DAS

**Project Overview**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Project Description				Open
<p><b>Description</b>  <b>Project Details:</b></p> <ul style="list-style-type: none"> <li>• Base bid - All material, labor, and equipment associated with all work shown on the contract documents complete, including the plans and specifications.</li> <li>• Alternates - N/A</li> <li>• Unit prices - N/A</li> </ul>						
<p><b>Official Documented Meeting Minutes</b></p> <ul style="list-style-type: none"> <li>• During the walkthrough, it was discussed that a potential alternate could be added for having the new condensing unit be served from Panel B in the museum, in lieu of the main distribution panel. As the existing panel has space and is closer to the condensing unit. DAS advised this question would be answered via addendum.</li> </ul>						

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: 03/03/25</li> <li>• Submittals: March - April 2025</li> <li>• A/C Equipment Lead Time: April - July 2025</li> <li>• Construction: July - August 2025</li> <li>• Closeout: August - September 2025</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. Logs to be submitted at the end of every week.</li> <li>Construction progress meeting will be established once construction starts. Construction team to verify cadence of the meetings.</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> </ul> <p><b>Site Specific Rules:</b></p> <ul style="list-style-type: none"> <li>Temporary facilities - 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.</li> <li>Tool control - 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.</li> <li>Cell phone policy</li> <li>Background checks will need to be submitted for every contractor who will be onsite. Contractors will be required to check in and out at the Administration building switchboard each time entering and existing the STS campus.</li> <li>Work hours - 7:00 AM to 5:00 PM</li> <li>View Specification 01 1200 - Contract Summary for more information.</li> </ul> <p><b>Official Documented Meeting Minutes</b></p> <ul style="list-style-type: none"> <li>Cell phone use will be permitted while on site. Pictures of anything taken not involving the construction project is strictly prohibited.</li> <li>If a contractors needs to smoke, they can do so inside their vehicle with all windows rolled up.</li> <li>Please submit a background check for any individual who may come on site. Submit extra, if needed</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, February 20, 2025 @ 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 Thursday, February 20, 2025 @ 3:00 pm.</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> </ul>						

	<ul style="list-style-type: none"> <li>Apparent low bidder will be required to submit subcontractor/supplier list 48hrs after the bid opening</li> </ul>
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No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Bid Schedule				Open
<b>Description</b>						
<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>: Monday, February 10, 2025 @ 3:00 pm.</li> <li>Addendum Issued: Addendum #01 will be issued on or before Wednesday, February 12, 2025.</li> <li>Bids Due: Thursday, February 20, 2025 @ 2:00 pm.</li> <li>Tentative NOI Issued: Friday, February 21, 2025.</li> </ul>						

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

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Pre-Bid Site Visits				Open
<b>Description</b>						
<ul style="list-style-type: none"> <li>Contact Ryan Schrage upon arrival.</li> </ul>						
<b>Official Documented Meeting Minutes</b>						
<ul style="list-style-type: none"> <li>CORRECTION: The contact for any additional site visits, if needed, will be Christopher Olson. He can be reached at (515) 321-5471.</li> </ul>						

**Questions**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Questions				Open
<b>Description</b>						
<ul style="list-style-type: none"> <li>Submit all questions in writing to <a href="mailto:construction.procurement@iowa.gov">construction.procurement@iowa.gov</a>.</li> </ul>						