

Addendum #01 for RFP #938000-01

Project Name: DAS AGS Cabin Roof Replacement

DAS RFB #: 938000-01

DAS Project #: 9380.00

Date: 03/11/2023

Addendum #1:

The original Project Manual and Drawings for the project noted above are amended as noted in this Addendum. Included in this Addendum are Specification, Architectural, & Engineering items.

Please review all sheets and incorporate them into your set of Contract Documents.

The receipt of this Addendum shall be acknowledged by inserting its number and date in the space provided on the Bid Form.

This Addendum consists of:

General Items:

1. Questions Received from contractors (2 Pages)
2. Meeting Minutes: RFP Pre-Proposal Meeting held on 2/27/2024 (3 Page)

QUESTIONS & ANSWERS:

Q1. Please confirm that the 3 items to be evaluated (log repairs, drainage & foundation) are to include cost estimates?

A1. The design professional is to evaluate, make recommendations based on the coordination with SHPO, and provide a cost opinion on these items. Based on the recommendation and SHPO's response, the State of Iowa will negotiate additional services for construction documents, bidding, and construction administration fees.

Q2. Is there an anticipated amount of time or number of meetings that are expected for coordinating with the SHPO?

A2. The design professional is to provide a breakdown of hours/fee and anticipated meetings with SHPO for coordination of scope work on their proposal.

Q3. For the wood shingles on the roof, it appears there may have been different shake roofing in the past. Is it expected or required to match the double stacked shingles that are on the roof now? Are they accurate for the period of historic significance?

A3. The design professional is to include the replacement of shakes to match the existing. The item is to be reviewed with SHPO.

Q4. The report recommendations mentioned updates to the electrical or security systems. Will there be any updates to those systems included as a part of this project scope?

A4. No, do not include this in the project's scope.

Q5. Are there any anticipated repairs or work scope to be included for the log rafters supporting the roof?

A5. The work is currently not in the scope of work. If the design professional sees any deterioration or concerns with items outside the scope of work, please notify the Construction Manager and Owner.

RFP Pre-Proposal Minutes: Meeting #1

Meeting Date	Feb 27, 2024	Meeting Time	11:00 AM - 12:00 PM Central Time (US & Canada)
Meeting Location	Virtual	Video Conferencing Link	https://teams.microsoft.com/l/meetup-join/19%3ameeting_MDhlZGY2MDAtOWFIYS00Mzg3LWFiYzQtZTAwZWZjM2NiYjc3%40thread.v2%3fcontext=%7b%22Tid%22%3a%22705e7dc3-c582-4519-a026-3a1c9fd5fc88%22%2c%22Oid%22%3a%22c105954f-766c-49c6-8c77-6c5b7e17bacc%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	Absent
Michael Plummer	Department of Cultural Affairs	P: (515) 281-4221	michael.plummer@iowa.gov	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	1	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) Abbie Gardner Cabin <ul style="list-style-type: none">Michael Plummer (Historic Site Manager)Lee Sorenson (Site Contact)				
		Official Documented Meeting Minutes Also in attendance: <ul style="list-style-type: none">Edward Matt - Genesis Architectural Design - edleom22@gmail.comScotney Fenton - RDG - sfenton@rdgusa.com				

Project Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Scope Review				Open
Description <ul style="list-style-type: none"> At a minimum, design for construction for the following: <ul style="list-style-type: none"> Replacement of wood shingle roof. Make repairs to the daubing and chinking between the logs. Replacement glazing putty on windows. Make recommendations for log repair / replacement with new wood to match original species and visual characteristics. Evaluate and make recommendations for the condition of stone foundation. Evaluate and make recommendations for proper water management at base of exterior walls. Coordination with State Historical Preservation Office (SHPO) on proposed repairs and materials. 						
Official Documented Meeting Minutes Clarifications - <ul style="list-style-type: none"> Evaluate and make recommendations for proper water management at base of exterior walls. (This is to include the trough gutters) Side Notes- <ul style="list-style-type: none"> Miriam Road will be getting redone this summer so we may need to find alternate routes. 						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	1	Schedule Review				Open
Description RFP-specific dates below Questions Due to construction.procurement@iowa.gov: 3/5/2024 @ 4:00PM Addendum Issued: Proposals Due: 3/12/2024 @ 2:00pm Selection of Designer/Issue NOI: Week of 12/18/2023 Execution of 803 Contract: Week of 3/25/2024 Tentative Design Kickoff Meeting: Week of 3/25/2024 50% CD: To be coordinated with DAS and CM 95% CD: To be coordinated with DAS and CM Contractor Bidding: July of 2024 Execution of Contractor's Contract(s): August 2024 Submittals, Procurement and Construction: August 2024 Closeout: October 2024						

RFP Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	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

Conclusion

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Designer Questions				Open
Description Any questions?						
Official Documented Meeting Minutes Q. What all do the designers need to do with the following notes? 1.3.5.4 Make recommendations for log repair / replacement with new wood to match original species and visual characteristics. 1.3.5.5 Evaluate and make recommendations for the condition of stone foundation. 1.3.5.6 Evaluate and make recommendations for proper water management at base of exterior walls. A. DAS would like the designer to make recommendations on what they believe would be a proper fix for the above items. DAS will take these recommendations and work with SHPO to review the full extent of these recommendations. This scope is just asking for recommendations. If these items are approved by the team and SHPO then DAS will process a change order to the selected designers to have them added to the project. Q. What is the budget for this project. A. The budget will be based off of the designers recommendations. Major Maintenance will be covering the costs for this project.						

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