

Addendum 1 for RFP936000-01

Project Name: DOE IPBS JOH 6450 Corporate Dr Fire Alarm Replacement

RFP #: 936000-01

DAS Project #: 9360.00

Date: 11/15/2023

Proposals Due: November 21, 2023 @ 2pm

1. See Meeting Minutes from the Design Pre-Proposal Meeting that was held on November 9, 2023 @ 9 am.

2. QUESTIONS/CLARIFICATIONS

Q1. Are there existing drawings showing the building occupancy?

A1. No, the occupancy will need to be determined by the designer. There are some original building drawings in PDF and CADD floor plans from a previous HVAC project, but all information would need to be verified by the designer.

Q2. What is the total square footage of the building?

A2. 62,000 SF

Q3. What is the manufacturer of the current fire alarm system?

A3. Siemens



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

Project: 9360.00 DOE IPBS JOH 6450 Fire Alarm Replacement
 6450 Corporate Drive
 Johnston, Iowa 50131

RFP Pre-Proposal Minutes: Meeting #1

Meeting Date	Nov 9, 2023	Meeting Time	9:00 AM - 10:00 AM Central Time (US & Canada)
Meeting Location	IPBS/Teams	Video Conferencing Link	https://teams.microsoft.com/l/meetup-join/19%3ameeting_YTU4NDY1YjEtMTZmNi00NGYxLTljNWMTc4YjhiNDBiYjY3%40thread.v2/0?context=%7b%22Tid%22%3a%22c6c429d4-d18c-4ab8-a9a8-f0c82d33f945%22%2c%22Oid%22%3a%2268b50b72-69be-4702-b867-64b92d76e44f%22%7d

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

Notes

Attachments [RFP936000-01 DOE IPBS JOH 6450 Corporate Dr Fire Alarm Replacement.pdf](#)

Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Mike Downey	Iowa PBS		michael.downey@iowapbs.org	Present
Jamie Dye	Iowa PBS	P: (515) 725-9829	james.dye@iowapbs.org	Present
Michelle Wendel	Iowa PBS	P: (515) 725-9828	michelle.wendel@iowapbs.org	Present
Adam Douglas	McGough Construction		adam.douglas@mcgough.com	Present
Jonathan Peters	McGough Construction		jon.peters@mcgough.com	Present
Brandon Adams	State of Iowa - Department of Administrative Services		brandon.adams@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"> • Brandon Adams McGough Construction - Construction Manager <ul style="list-style-type: none"> • Adam Douglas • Leilani Hammel • Jon Peters Iowa PBS <ul style="list-style-type: none"> • Michelle Wendel • Jamie Dye • Mike Downey 						

<p>Official Documented Meeting Minutes Jennifer Kleene, DAS Neil, KCL Engineering</p>
--

Project Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Scope Review				Open
<p>Description</p> <ul style="list-style-type: none"> • Creation of construction drawings and specifications indicating the proper removal and replacement of the existing fire alarm system. Replacement to include all fire alarm devices and front-end system. • Documents to includes any ancillary work required for replacement such as removal of existing building components for fire alarm replacement access. • Design professional to investigate and review the option of reusing existing fire alarm wiring, conduit and horns/strobes. • Design professional to include creation of code review plan for submittal to AHJ. 						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	1	Schedule Review				Open
<p>Description</p> <ul style="list-style-type: none"> • Questions Due to construction.procurement@iowa.gov: 11/14/23 @ 12pm • Addendum Issued: • Proposals Due: 11/21/23 @ 2pm • Selection of Designer/Issue NOI: 11/27/23 • Execution of 803 Contract: Week of 12/4/23 • Tentative Design Kickoff Meeting: Week of December 4, 2023 • 100% DD and budget: To be proposed in RFP schedule • 95% CD and budget: To be proposed in RFP schedule • 100% CD and budget: January 19, 2024 • Contractor Bidding: January 2024 - February 2024 • Execution of Contractor's Contract(s): February 2024 • Submittals, Procurement and Construction: March 2024 to September 2024 • Closeout: October 2024 to November 2024 						
<p>Official Documented Meeting Minutes Designers to include actual dates for 100% DD and budget and 95% CD and budget in the RFP response.</p>						

RFP Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	RFP Requirements Review				Open
<p>Description</p> <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						
Reach out to Jamie Dye (515-249-1923) or Michelle Wendel (515-380-1636) for additional site visits.						

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.