



9-21-2020

To: All Potential Respondents
From: Construction Procurement
Subject: RFQ916900-01

Request for Quote

The State of Iowa is conducting a Request for Quote for a contractor to inspect, test, and provide a functioning medium voltage campus loop system, at Cherokee Mental Health Institute Cherokee, Iowa. See Exhibit B for additional detail.

All work must be done on-site at Cherokee Mental Health Institute and all personnel must pass a background check. Information required for the background check includes full name, birthdate, state driver's license # or State id#, and social security number.

The scope of work shall be completed no later than 11/20/2020.

The Project is located at 1251 W Cedar Loop, Cherokee, IA 51012

Please email your quote using the Exhibit A pricing form to construction.procurement@iowa.gov prior to 9/30/2020 at 2:00 PM (CT).

All questions regarding this solicitation must be received by email by 2:00 PM (CT) ON 9/25/2020.

Contract Terms and Conditions

This procurement will result in a Consensus 802 Agreement. By submitting a quote, respondent agrees to the contract terms and conditions available at:

<https://das.iowa.gov/sites/default/files/procurement/pdf/ConsensusDoc802.pdf>.

Performance Bond

Respondent must provide a Performance and Payment Bond in accordance with Section 10.8 of Consensus 802 Agreement.

Attachments:

- Exhibit A Pricing Form**
- Exhibit B Scope of Work**
- Exhibit C Facility Work Requirements**
- Exhibit D Bond Example**

Exhibit A Pricing Form
Cherokee Electrical Scope
Cherokee Mental Health Institute
Request for Quote RFQ9069-001

Due Wednesday, 9/30/2020 at 2:00 PM (CT)

Please submit this completed form with your Quote to:

Attention: Bobbi Pulley

Iowa Department of Administrative Services - Central Procurement
construction.procurement@iowa.gov

This form is to be completed in ink or typewritten.

Only pricing on this form or an exact copy of this form will be accepted.

Pricing Form shall be signed by an officer of the firm with authority to bind Respondent to Contract.

Respondent acknowledges receipt of the following Addenda (if issued) which are part of the RFQ documents:

Addendum No. _____ Date _____

Addendum No. _____ Date _____

Freight Terms: FOB Destination, Freight Pre-Paid

The State reserves the right to reject any or all quotes without penalty and to waive minor deficiencies and informalities if, in the judgement of the State, it's best interests will be served.

Respondents must submit pricing for all scope of work items indicated per the attached Exhibit B. The State reserves the right to evaluate pricing. The State intends to make one Award for this project.

A. **Package #01 –**

Total \$ _____

*Please note all pricing is to be delivered price. That is why we are stating FOB Destination, Freight Pre-Paid. *

Signature _____

Name (Print) _____

Title _____

Company _____

Address _____

City, St., Zip _____

Phone # _____ Fax # _____

E-mail _____

Exhibit B Scope of Work
Cherokee Electrical Scope
Cherokee Mental Health Institute
Request for Quote RFQ9069-001

Due Wednesday, 9/30/2020 at 2:00 PM (CT)

SCOPE OF WORK

Drawing Sheets: E100, E200

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 Package shall be included the quote. 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.
2. Contractors Package 1 Shall include all steps and work included in the "Project Scope" on Drawing E100.
3. 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.
4. On site supervision by Prime Contractor always work by that contractor or their subcontractors/suppliers is taking place.
5. Provide all temporary facilities required for this scope of work including, but not limited to, secured storage, temporary power for work, temporary and task lighting for work, etc. as determined necessary by Contractor. Coordinate 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.
6. 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.

7. 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.
8. Protect adjacent existing building elements from damage from Scope of work. Repair existing building elements damaged during Contractor's Scope of work.
9. Contractor understands that COVID-19 safety protocols will be in place including pre-screening, daily temperature readings, face masks, and social distancing.
10. Performance and payment bonds to be used on this project, ConsensusDocs 260 and 261 are attached for reference following this page. ConsensusDocs performance and payment bonds are not required (other standard forms are acceptable to the State of Iowa). Contractor for performance and payment bond to be included in your quote.

Exhibit C Facility Work Requirements

Cherokee Electrical Scope

Cherokee Mental Health Institute

Request for Quote RFQ9069-001

Due Wednesday, 9/30/2020 at 2:00 PM (CT)

WORK HOUR RESTRICTIONS

1. Work hours are from 7:00 AM to 3:30 PM, Monday through Friday unless arrangements are made in advance.

CONTRACTOR USE OF SITE AND PREMISES

1. Construction Operations: Limited to areas noted on Drawings.
2. Do not obstruct roadways, sidewalks, or other public ways without permission of Owner
3. Facility will always be occupied during duration of work. Contractor personnel shall conduct themselves in an agreeable manner always. Failure to do so may result in removal from the work site.

RULES FOR CONSTRUCTION WORKERS

1. 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, always.
2. All construction workers must have a background check completed prior to entering the campus to perform work.
3. Hot Work Permit Processes and Fire Watch, when necessary, will be adhered to for this project.
4. All State properties are tobacco free. No smoking will be permitted or tolerated on campus unless in designated areas.
5. You are permitted access only to the work site and no other area of the institution.
6. No drugs, alcohol, or firearms are allowed on the worksite.
7. Do not leave money, drugs, alcohol, or firearms in your personal vehicle.
8. Company and personal vehicles are to be parked and locked in designated or authorized area of the work.
9. Secure all tools at the end of the day
10. Maintain control of all tools, supplies, and debris always during the work.
11. 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.
12. Do not give anything to residents or take anything from residents; if they offer, inform your supervisor.
13. 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.
14. 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.
15. During an emergency, follow the instructions of the security staff.



CONSENSUSDOCS 262

BID BOND

(AMENDED BY STATE OF IOWA)

This document was developed through a collaborative effort of organizations representing a wide cross-section of the design and construction industry. The organizations endorsing this document believe it represents a fair allocation of risk and responsibilities for all project participants.

Endorsing organizations recognize that this document must be reviewed and adapted to meet specific needs and applicable laws. This document has important legal and insurance consequences. You are encouraged to consult legal, insurance and surety advisors before completing or modifying this document. The software includes a notes section indicating where information is to be inserted to complete this document. Further information and endorsing organizations' perspectives are available at www.consensusdocs.org/guidebook.

For Use with ConsensusDOCS 200, Standard Form of Agreement and General Conditions Between Owner and Constructor (Where the Contract Price is a Lump Sum) and ConsensusDOCS 500, Standard Agreement and General Conditions Between Owner and Construction Manager.

The Trade Contractor, _____ (the "Trade Contractor") has submitted a Bid to the Owner, _____, (the "Owner") for the _____ (the "Project") in accordance with the Bidding Documents, including Drawings and Specifications prepared by _____ (the "Design Professional").

By virtue of this Bid Bond (the "Bond"), the Constructor as Principal and _____ as Surety ("Surety"), are bound to the Owner as Obligor in the maximum amount _____, Dollars (\$_____) (the "Bond Sum"). The Constructor and Surety hereby bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein.

1. If the Obligor shall accept the bid of the Constructor, the Constructor shall enter into an Agreement with the Obligor in accordance with the terms of such Bid.
2. Constructor shall procure such bond or bonds as are specified in the Contract Documents for the faithful performance of the Work and for the prompt payment of labor and materials furnished in the performance of the Work.
3. If the Constructor fails to enter such Agreement and give such bonds, the Constructor shall pay to the Obligor the difference between the amount of Constructor's bid and the amount of such agreement the Obligor in good faith executes with another Party to perform the Work covered by Constructor's Bid, not to exceed the Bond Sum stated above.
4. If the Constructor shall fulfill its obligation under Articles 1 through 3, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

This Bond is entered into as of _____ (date)

SURETY: _____ (seal)

BY:

Print Name: _____

Print Title: _____ (Attach Power of Attorney)

Witness:

(Additional signatures, if any, appear on attached page)

Constructor: _____ (seal)

BY:

Print Name: _____

Print Title: _____

Witness:

(Additional signatures, if any, appear on attached page)