

Addendum 02 for RFB924200-01

Project Name: DAS CC Lucas Elevator Replacements
DAS RFB #: 924200-01
DAS Project #: 9242.00
Date: 06/15/2022

Bids Due (REVISED): June 28th, 2022, at 2:00pm

Contents:

- Cover Page – Table of Contents, Revisions, & Questions (1 pages)
- Pre-Bid Meeting Minutes and Sign-In Sheet (8 pages)
- REVISED Specification Section 00 3113 Preliminary Scheduled (3 pages)

1. REVISIONS:

- 1.1. **REVISE** due date for bids to Tuesday, June 28th, 2022, at 2:00 PM CST
- 1.2. **REVISED** Specification Section 00 3113 Preliminary Scheduled (4 pages)
- 1.3. **REVISE** 01 1200 Contract Summary 1.03.B to read "Target date to provide substantial completion is April 17th, 2023 for Phase 1 and August 16th, 2023 for Phase 2.
- 1.4. **REVISE** 14 2200 1.04A, Item1 to read "Gearless Elevators: As provided by KONE, MEI, Otis, Schindler, Schumacher, TKE; approved machine manufacturers are Hollister Whitney, Imperial, and Torin.
- 1.5. **REVISE** 14 2200 2.08, Item E to read "Maximum roller rotation speed, to be 500 r.p.m.

2. CLARIFICATIONS:

- 2.1. Per Addendum #01, issued on 6/10/2022, bids shall be submitted via email to construction.procurement@iowa.gov by the due date and time for bids.
- 2.2. Bid opening will take place via phone conference at 3:00 PM on June 28th, 2022
Call-In Information:
Phone: 317-978-0202
PIN: 847 740 206#

3. QUESTIONS:

- 3.1. Q: Oil Buffers – are those to be retained or replaced?
3.1.1.Replaced. See 2.06, Item B. Buffers, Car and Counterweight: Oil type with blocking and support channels.
- 3.2. Q: Should Lobby control panel should have the hydro elevator on it as well?
3.2.1.Per AHJ the hydro should be recalled by the Phase 1 Fire Service keyswitch in the lobby panel as noted in specifications 2.11, Item E.5.



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

Project: 9242.00 DAS CC Lucas Elevator
Replacements
321 E 12th Street
Des Moines, Iowa 50319
P: (515) 281-7689

RFB Pre-Bid Minutes: Meeting #1

Meeting Date **Meeting Time** 10:00 AM - 11:00 AM Central Time (US & Canada)

Meeting Location 321 E 12th Street Des Moines, Iowa 50319

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

Notes

Attachments [Sign-In Sheet.pdf](#), [22.05.31 9242.00 Lucas Elevator Modernizations Schedule - Bid.pdf](#)

Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Jennie Elliott	Capitol Complex Maintenance	P: (515) 242-5120	jennie.elliott@iowa.gov	Absent
Brad Meister	Capitol Complex Maintenance		brad.meister@iowa.gov	Present
Kurt Fisher	DCI Group	P: (515) 244-5043	kurtf@dcigroup-us.com	Present
Michael Steen	DCI Group	P: (515) 244-5043	michaels@dcigroup-us.com	Present
Eric Heynen	KCL Engineering	P: (515) 724-7938	eheyne@kclengineering.com	Absent
Scott Ayotte	Lerch Bates, Inc.	P: (612) 859-0142	scott.ayotte@lerchbates.com	Absent
Aaron Twedt	OPN Architects	P: (515) 309-6862	atwedt@opnarchitects.com	Present
Brad Tonyan	State of Iowa - Department of Administrative Services	P: 515-360-7718	brad.tonyan@iowa.gov	Present

Introduction

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Introductions				Open
		Description Attendees: Please Sign-In <ul style="list-style-type: none">• Brad Tonyan - DAS Owners Representative• Brad Meister - DAS Energy Associate/Project Manager• Jennie Elliott - DAS Associate Facilities Administrator• Aaron Twedt - OPN Architects• Scott Ayotte - Lerch Bates• Eric Heynen - KCL Engineering• Michael Steen - DCI Group Project Manager• Kurt Fischer - DCI Group Superintendent				

Project Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Project Description				Open
Description Replacement of four (4) passenger elevators at the Lucas Building. <ul style="list-style-type: none"> General Scope Items: <ul style="list-style-type: none"> Project will be phased. At minimum, two of the four passenger elevators shall remain operational at all times. Hazardous material survey has been conducted and results will be available to the contractor. No ACM is anticipated in areas of construction. Company and personal vehicles are to be parked and locked in designated or authorized area of the work. See AG002 of the construction drawings for contractor parking locations. Parking in State parking lots/stalls not designated for contractor parking are subject to being towed at the owner's expense. Dumpsters can be placed in parking lot at the southeast corner of the property. See AG002 for location. Provided by Bid Package #01 for all trades. Hot work permits and fire alarm bypass requirements will be adhered to. Bid Package #01 - Elevator Equipment <ul style="list-style-type: none"> Allowance - Include a lump sum of \$20,000 to operate and lockout elevator for work to be performed in pit, car top, and hoist way by other trades. Work to be authorized through DCI Group and timesheets to be provided and approved at time of execution. Hourly unit price required in bid form. Ungrouping of existing elevators Dumpster service for all trades. Once the first two elevators are taken out of service, this contractor shall take over all maintenance to the other passenger elevators (excluding the southwest elevator and freight elevator which are not part of this project) that are still in operation. Refer to technical specifications for maintenance requirements. Complete demolition of elevator cabs and equipment. Provide and install the elevators, including but not limited to, all hoisting equipment and material, operating systems, light fixtures, interior and exterior cab finishes (excluding flooring), handrails, bumpers, vents, and trim. Provide and install new astragals at elevator doors. Provide new hall fixtures and signals with custom sized backplate that covers the existing openings completely. All wiring and controls, as it pertains to elevators, are to be provided and installed by this bid package, final connections to the building electrical system will be performed by Bid Package #03. Relocating existing card readers within the elevator's cabs. This shall include the disconnection and salvage of existing readers for install. Existing circuits to be reused should be neatly coiled above ceiling and clearly labeled. Contractor shall provide sufficient circuits in traveling cables for card/proximity reader. Programming of card readers to be by others. Contractor will be responsible for the connection of existing phone lines to new elevator controllers. Contractor shall coordinate with DCI Group and the Owner's telecommunications contractor for connections and programming of phone lines. Provide 72 hrs. notice prior to the removal of existing phone lines from system and the connection of new. Disconnected lines shall be labeled and neatly coiled up out of the way until ready for reconnection. Contractor shall be responsible for the car communication systems including communication for deaf, hearing, and speech impaired. Contractors shall coordinate with State agencies for networking requirements prior to final selection of equipment. Bid Package #02 - General Carpentry <ul style="list-style-type: none"> Installation, maintenance, relocation, and removal of a temporary enclosure at the elevator door opening on the Ground and 6th Floor. Provide flooring protection outside at each elevator landing. Prepping and painting of existing elevator doors and frames. Procurement and installation of new finished flooring in elevator cabs. Bid Package #03 - Electrical and Mechanical <ul style="list-style-type: none"> Demolition of mechanical, electrical, low voltage, and fire alarm not integral to elevator equipment. Disconnect and salvage existing card access readers. All lighting systems. Hoist way lighting shall be prioritized to provide suitable lighting for construction activities. Pre-transfer signal from ATS and modification of existing Xenith MX100 controller. 						

- New emergency panel #1 and extension of panel ET-2B.
 - Includes modifications for temporary power to specific loads to be coordinated with the Owner.
- All power systems
- Automatic transfer switch connections.
- Access controls - coordinate with Owner's access controls vendor (CI3 - Matt Smith) for programming requirements.
- All telecommunication pathways. Data cabling from telecom room data rack to new elevator cab 2-way communication systems.
- Fire alarm modifications - Includes temporary replacement to heat heads during construction
- Removal of existing heating unit in elevator hoist ways
- Blank off existing louver in penthouse.
- Alternates - No alternates at this time
- Unit prices
 - Bid Package #01 - Unit price for hourly rate to operate and lockout elevators for other trades.

Official Documented Meeting Minutes

- Hoist way light fixtures will be by Bid Package #03
- Currently on elevator #03 is on emergency generator backup. The design intent is for the elevators to be able to be selectable for one elevator at a time to run under emergency power (for the four elevators being replaced).
- There is a freight elevator that runs from ground level to 6th that may be utilized for equipment.
- Current intent is that large equipment would be hoisted to the roof top. The State is open to other alternatives but they will need to be reviewed and approved by the State.
- The intent of the two-way communication software/monitoring is that the State would monitor the elevators as they are today. If a phone call is received and they get no answer when trying to speak with an occupant, they would have the option to log into a web based platform to view video and communicate non-verbally with occupants.
- Bid Package #01 will be required to provide training to DAS and Post 16 on the 2-way communication system.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	1	Project Schedule				Open
Description <ul style="list-style-type: none"> • Contract(s) Issued: Week of June 27th • Submittals: July 11th - August 19th (Includes review) • Construction: <ul style="list-style-type: none"> ◦ Hoist way lighting anticipated to take place late September/Early October pending product delivery. ◦ Elevator replacements anticipated to take place December '22 through August '23 pending product delivery. • Closeout: <ul style="list-style-type: none"> ◦ To begin in February '23 with O&Ms for Phase 1 ◦ Phase 1 Substantial Completion April 12th, 2023 ◦ To begin in June '23 for Phase 2 ◦ Phase 2 Substantial Completion August 11th, 2023 <p>Concerns with the scheduled milestones (Construction Start and Phase 1 & 2 Substantial Completion) must be brought to our attention prior to bid.</p> <p>A pull-plan session will be held with the successful bid package contractors to finalize the construction schedule.</p>						
Official Documented Meeting Minutes <ul style="list-style-type: none"> • It is intended that work would progress immediately from the first set of elevators to the second set. The gap currently shown in the schedule is to allow for inspections and punch list. 						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	1	Site Rules				Open
Description <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 <ul style="list-style-type: none"> Restroom facilities within the building may be utilized but must be respected. Dumpsters can be placed in parking lot at the southeast corner of the property. See AG002 for location. Provide by Bid Package #01. Demolished equipment - Remove from site as soon as possible Tool control Work hours - 7 AM to 5 PM Monday-Friday unless coordinated otherwise. 						
Official Documented Meeting Minutes <ul style="list-style-type: none"> Typically, contractors will be allowed two badges per trade and one set of keys. 						

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 Thursday, June 23rd at 2:00 PM The Bid shall be submitted to the Issuing Officer through the Iowa VSS electronic bidding system. <ul style="list-style-type: none"> Link and information will be provided via addendum Contractors will need to register prior to bidding VSS should be accessed via Internet Explorer. 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 as the helpdesk is not available 24/7. Bids should be split into several files if the bid exceeds the 10MB threshold. There is no limit on the number of files which can be uploaded. Please make sure the electronic documents submitted contain all of the required signatures. Digital signatures will be accepted. Bid Opening will be held via conference call on June 23rd at 3:00 PM <ul style="list-style-type: none"> Addendum #01 will provide call in information Contractor shall reference section 00 0116 for the bid submittal checklist <ul style="list-style-type: none"> Bid Proposal Form (signed in two places) Non Discrimination Clause Form Contractor Targeted Small Business Enterprise Pre-Bid Contract Information Form Bid Security – 5% of total Bid amount Apparent low bidder will be required to submit subcontractor/supplier list 48hrs after the bid opening 						

Official Documented Meeting Minutes

- Due date for bids will be revised to **Tuesday, June 28th at 2:00 PM.**

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: 2:00 PM, June 15th, 2022 • Addendum Issued: No later than 2:00 PM CST June 21st • Bids Due: 2:00 PM CST, June 23rd • Tentative NOI Issued: June 24th, 2022 						

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. • Procore 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 <ul style="list-style-type: none"> • Tour of existing conditions 						

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 .						
Official Documented Meeting Minutes <ul style="list-style-type: none"> • 1.04.A.1 - Does this need to be non-proprietary vendors? 						

- 2.08.E - Should the be 500' per minutes and match car speed?
- Will the oil buffers be replaced or retained?

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.



Project Name: 9242.00 Lucas Elevator Replacements

Meeting Purpose: Pre-Bid

Date: 6/09/2022 at 11:00 AM

Attendees

Name	Company	Phone Number	E-Mail Address
Michael Steen	DCI Group	(515) 975-8348	MichaelS@dcigroup-us.com
Kurt Fischer	DCI Group	(515) 901-4687	KurtF@dcigroup-us.com
Brad Tonyman	DAS	(515) 360-7718	brad.tonyman@iowa.gov
Jennie Elliott	DAS	(515) 423-6383	jennie.elliott@iowa.gov
Brad Meister	DAS	(515) 720-6262	brad.meister@iowa.gov
Aaron Twedt ✓	OPN	(515) 309-6862	atwedt@opnarchitects.com
Eric Heynen	KCL	(515) 300-8092	eheynen@kclengineering.com
Scott Ayotte	Lerch Bates	(612) 859-0142	scott.ayotte@lerchbates.com
JASON TRUMB	Johson Controls Simplex Fire Alarm	515-300-7374	jason.trumb@JCI.com
Troy Tilleras	Schumacher	651-724-1347	Troy.Tilleras@schumacher.com
Casey Tierney	Schumacher	515-250-7868	Casey.Tierney@schumacher.com
Chuck Beard	Kone	515-491-5561	chuck.beard@kone.com

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SECTION 00 3113

PRELIMINARY SCHEDULE

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Preliminary Construction Schedule
- B. Schedule Durations

1.02 PRELIMINARY SCHEDULE

- A. A preliminary schedule has been identified by the Owner for the implementation of the Project. Refer to the schedule following this Section for references to anticipated milestones and construction duration.
- B. Each step of the Preliminary Schedule is subject to receipt of acceptable bids, Owner's decision process and date of commencement.
- C. A proposed construction schedule shall be submitted by all Trade Contractors to the Construction Manager no later than 48 hours prior to the pre-construction meeting. A revised Construction Schedule will be submitted by the Construction Manager once all preliminary schedules are reviewed and approved by the Owner.
- D. The final construction schedule will be established post award of bids with the cooperation of all contractors.

1.03 SCHEDULE DURATIONS

- A. Anticipated Notice of Intent to Award – 06/29/2022
- B. Anticipated Date of Commencement – 07/14/2022
- C. Onsite Work Anticipated to Begin – 09/30/2022
- D. Substantial Completion Phase 1 by – 04/17/2023
- E. Substantial Completion Phase 2 by – 08/16/2023

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF SECTION



