

Addendum #01 for RFP #939000-01

Project Name: DOC 1JD DPP Basement Water Infiltration Mitigation

DAS Project #: 939000-01

DAS RFP #: 9390.00

Date: 4/12/2024

Addendum #1:

This Addendum consists of:

General Items:

1. Questions Received from contractors (2 Pages)
2. Meeting Minutes: RFP Pre-Proposal Meeting held on 4/5/2024 (3 Page)

QUESTIONS & ANSWERS:

Q1. In order to allow appropriate time for design/production and with a full summer schedule, can the end date of this project be shifted to the end of August?

A1. Yes, the deadline for the submission of the 100%Evaluation/Schematic Design Review can be shifted to August 30, 2024. All interim dates are preliminary until a designer has been selected. Once a design firm has been contracted then they will need to submit a design schedule to the team.

Q2. Per ConsensusDoc803 Section 3.2.3 the Schematic Design Documents include drawings, outline specifications, and other documents as needed to convey the design. For this project are outline specifications required at the end of the Evaluation/Schematic Design Review?

A2. No, outline specifications will not be required for Evaluation/Schematic Design Review.

Q3. Is there a water source within 100 feet (inside or outside the building) that is accessible if we perform a water spray test for the evaluation?

A3. Yes, the facility does have a water source available that could be used for water testing.

Q4. What is the project budget and construction cost for this project?

A4. The project budget for 9390.00 is currently \$300,000.00. Construction costs have not been estimated and the project budgets may change after the scope is further defined.

Q5. Do you have current site surveys above grade like topography drawings of the site?

A5. No.

Q6. Do you have below the ground for utilities drawings around this building?

A6. No.

Q7. Do you have existing drawings and specs for this building?

A7. No.

RFP 939000-01 Pre-Proposal Minutes: Meeting #1

Meeting Date	Apr 5, 2024	Meeting Time	11:00 AM - 12:00 PM Central Time (US & Canada)
Meeting Location	745 Main St. Dubuque, Iowa 52001	Video Conferencing Link	https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZThjMDJmOGEtNTE1Yi00MWRLiLWFIN2ItMzBmMTkzOTZINGY4%40thread.v2/0?context=%7b%22Tid%22%3a%22705e7dc3-c582-4519-a026-3a1c9fd5fc88%22%2c%22Oid%22%3a%2232fc077f-7c0c-4059-94f0-09beb0a16bf6%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	For Distribution Only
Johnny Hill	DOC CBC #1	P: (319) 291-2087	johnny.hill@iowa.gov	Present
Jennifer Kleene	State of Iowa - Department of Administrative Services	P: (515) 725-0454	jennifer.kleene@iowa.gov	Present

Introduction

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Introductions				Open
<p>Description DAS - Owner Representative</p> <ul style="list-style-type: none"> Jennifer Kleene <p>Boyd Jones - Construction Manager</p> <ul style="list-style-type: none"> Andrew Paleczny - Project Manager Jarrad Boever - Project Engineer <p>DOC 1JD DPP</p> <ul style="list-style-type: none"> Johnny Hill - Facilities Manager Christopher Matlock - Maintenance <p>Official Documented Meeting Minutes Also in attendance:</p> <ul style="list-style-type: none"> Tammy Black - Stickley Morton Architects 563-500-8435 tammy@stickleymorton.com Scott Allen - OPN 515-309-0722 sallen@opnarchitects.com 						

- Ema Kuhlmann - FEH Design 563-583-4900 emak@feharchitects.com
- Darrell Smith - EFC Midwest
- Edward Matt - Genesis 515-238-2146 ematt@gendism.com

Project Overview

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Scope Review				Open
<p>Description At a minimum, design shall include the following:</p> <ul style="list-style-type: none"> • Evaluate building and identify sources of water infiltration in the basement. • Recommend building corrections to remediate water infiltration. This may include rerouting electrical, fire main, and other utilities and partial infill of the basement. Full design would be negotiated with the successful proposer. • Evaluate if any structural repairs are needed. If needed, the design for structural repairs would be negotiated with the successful proposer. • Review recommendations with the State Historic Preservation Office and follow any applicable guidelines. • Coordinate any work in the city-owned alley with the City of Dubuque. 						
<p>Official Documented Meeting Minutes</p> <ul style="list-style-type: none"> • The area in the stairwell leading down to the basement that has torn up sheetrock and signs of water penetration are included in this project. 						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	1	Schedule Review				Open
<p>Description <i>RFP-specific dates</i></p> <ul style="list-style-type: none"> • Questions Due to construction.procurement@iowa.gov: 4/11/2024 @ 4:00 PM • Addendum Issued: • Proposals Due: 4/18/2024 @ 2:00 PM • Selection of Designer/Issue NOI: Week of April 22, 2024 • Execution of 803 Contract: Week of April 29, 2024 • Tentative Design Kickoff Meeting: Week of May 6, 2024 • 50% CD and budget: Week of June 17, 2024 • 100% CD and budget: Week of July 22, 2024 • Contractor Bidding: TBD • Execution of Contractor's Contract(s): TBD • Submittals, Procurement and Construction: TBD • Closeout: TBD 						

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						
Q1. Who do we need to contact to set up a site visit?						
A1. Reach out to Boyd Jones and they will coordinate a site visit with the facility.						
Q2. What are the expectations for the drawings of this project?						
A2. This will depend on the recommendations of the designer. We anticipate it including the affected portions of the basement along with the alleyway to be included.						
Q3. How should a firm go about proposing on both projects?						
A3. Both projects should be proposed separately and DAS will negotiate savings with a firm if the projects are both awarded to the same firm.						
Q4. What is the extent of SHPO involvement?						
Q4. We expect that SHPO would want to see either the 50% or 95% CD Drawings. They may come back with some recommendations.						
Q5. What is the budget for this project?						
Q5. The current all in budget for this project is \$300,000 but it is not limited to that. If more funding is needed then DAS will evaluate.						

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