

## ADDENDUM NO. 1

### GRIMES BUILDING RESTROOM CEILING REMODEL

400 East 14th Street  
Des Moines, Iowa 50319

July 24, 2017

**OWNER:**

State of Iowa

**ARCHITECT:**

Design Alliance, Inc

Project No: 217038

**BID DATE:** July 27, 2017; 2:00 pm, Local Time

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This Addendum No. 1 is issued this date, prior to receiving bids, and shall supplement, amend and become part of the contract documents. Bids shall be based on these modifications.

**PROJECT MANUAL:****ARCHITECTURAL**

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|------------|---|
| Item No. 1 | <b>Section 00 1113 – Invitation to Bid</b><br>Reference Article Bid Package #1 – Ceiling Replacement, First Paragraph.<br>Replace “RDG Planning & Design of Des Moines, IA” with the following:<br>“Design Alliance, Inc., Waukee, IA”  |
| Item No. 2 | <b>Section 00 7401 – Bid Package #1 – Ceiling Replacement</b><br>Reference Paragraph 3: Ceiling Replacement.<br>Revise numbered list to read as follows:<br><br><ul style="list-style-type: none"><li>3.1 <b>Contractor to include Demo and Disposal of Existing Ceiling Tile and Grid.</b></li><li>3.2 Contractor to furnish and install all required products as called for in the project documents consisting of but not limited to; grid tees, grid wall mold, acoustical ceiling tiles, and air outlets and inlets.</li><li>3.3 Contractor to protect all existing fixtures, partitions, mirrors, etc. that are to remain during construction.</li><li>3.4 Contractor to match existing grid layout in restrooms where grid is being replaced.</li><li>3.5 3<sup>rd</sup> Floor Restrooms are to have only the damaged tiles replaced with new as called for in the project documents.</li><li>3.6 If necessary, this contractor shall provide and install oversized tile at perimeters to avoid narrow cut tile at edge.</li><li>3.7 This contractor is to provide final cleaning for all adjacent surfaces after demolition work is complete.</li></ul> |

**DRAWINGS:**

NONE

**GENERAL CLARIFICATIONS**

**ARCHITECTURAL**

**General Clarification – Testing and Balancing**

Item No. 3      Clarification: Testing and Balancing is not required for this project. The State shall provide Testing and Balancing services under a separate contract.

**PRODUCT PRE-APPROVALS**

NONE

**ATTACHMENTS**

Document      Pre-Bid Meeting Minutes

END OF ADDENDUM No. 1

**Pre-Bid Meeting: July 17<sup>th</sup>, 2017 at 2:00 PM CDT - Minutes****Owner/DAS/CM Team Introductions:**

Iowa Department of Administrative Services (DAS) – Josh Herman & Bonita Lane  
Construction Manager – DCI Group – Rob Greiner  
DAS Purchasing Agent – Steve Oberbroeckling  
**Designer – Design Alliance – Bob Ridgway**

**General Project Description/Overview:**

The Project consists of replacing the ceilings and diffuser/grilles in the Restrooms in the Grimes Building.

Base Bid: Replacement of Ceiling Systems and Diffuser/Grilles in all restrooms

**Tour** – Lead by DAS and DCI Group at conclusion of meeting.

**Bid Package Process:**

Overview of Instructions to Bidders – DCI Group

PROPOSALS DUE: Thursday, July 27<sup>th</sup>, 2017 by 2:00 PM

MAKE SURE IT IS SUBMITTED TO DAS AS THE REQUEST FOR PROPOSALS READS

1. Proposal Process
  - a. All questions after this meeting and prior to 2:00 PM July 27<sup>th</sup> 21<sup>st</sup>, to be submitted to Steve Oberbroeckling at [steve.oberbroeckling@iowa.gov](mailto:steve.oberbroeckling@iowa.gov). Do not contact DAS, ~~KCL~~ **Design Alliance** or DCI Group directly for questions.
2. Schedule
  - a. A Final addendum will be issued via Rapids Reproduction and DAS Procurement with the Pre-Proposal Meeting Minutes no later than July 25<sup>th</sup>, 2017 by 2:00 PM or no later than 48 hours prior to proposals being due.
  - b. Proposals due July 27<sup>th</sup>, 2017 by 2:00 PM CST
  - c. Tentatively a NOI will be issued by August 3<sup>rd</sup>, 2017
  - d. Anticipated construction work to take place September 2017 through October 2017 pending accepted alternates.
    - i. A scheduling meeting will be held shortly after execution of contracts to further develop the construction schedule. All prime contractors, subcontractors, and key suppliers shall attend.
    - ii. One week prior to this meeting, contractors shall provide a preliminary schedule of their activities and activities of their subcontractors with durations and sequencing.

**Scope of Work:**

3. Administrative
  - a. This RFB will result in one successful proposal per bid package.
  - b. EADOC project management software
  - c. Pre-construction meetings and submittals.

- i. Prime contractors shall submit a submittal schedule within five business days of receipt of Owner/Prime Contractor Agreement. See section 007302 for requirements. A template with A/E identified submittals will be provided to contractors.
4. Construction
  - a. All areas shall be clean and put back to existing conditions prior to substantial completion.
  - b. Staging and storage of materials will be limited on-site. Coordinate through DCI Group.
  - c. Contractor shall maintain accurate as-built construction records throughout the project.
  - d. Daily logs/Weekly Report/Safety Meetings and meeting requirements.
  - e. Onsite supervision by Prime Contractor at all times work by that contractor or their subcontractors/suppliers is taking place.
5. Close Out
  - a. Provide complete, clean, and legible copies of the as-built construction records to DCI Group upon completion of work. Electronic and hard copies of all O&M's and as-built drawings to be submitted. Refer to spec. section 017700 for more details.

**Capitol Complex Worksite Rules:**

1. All personnel will go through a background check before working on-site.
2. Rob Greiner and with DCI Group will be onsite and your main point of contact.
3. It is of the utmost importance to show respect and courtesy to all residents and staff at all times.
4. 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.
5. All work should be fully completed in one area prior to moving to the next or leaving for the day.
6. No smoking or smokeless tobacco use onsite

**Open Discussion:**

- 1) Restrooms on Basement Level have Sprinkler System that will need bagged during construction and Fire Procedure Guidelines will need to be followed
- 2) 3<sup>rd</sup> Floor Restroom are to receive replacement panels only as shown on project documents
- 3) DCI/DAS to review space between ceiling grid and floor deck and include in addendum.









**Project Name:** A1 – Grimes Restrooms Ceiling Replacement

**Meeting Purpose:** Construction Pre-Bid Meeting

**Date:** July 17<sup>th</sup>, 2017 at 2:00 PM

**Attendees**

<u>Initials</u>	<u>Name</u>	<u>Company</u>	<u>Phone Number</u>	<u>E-Mail Address</u>
	Michael Steen	DCI Group	515-975-8348	<a href="mailto:MichaelS@dcigroupia.com">MichaelS@dcigroupia.com</a>
	Rob Greiner	DCI Group	515-650-7777	<a href="mailto:robg@dcigroupia.com">robg@dcigroupia.com</a>
	Josh Herman	DAS	515-725-1293	<a href="mailto:josh.herman@iowa.gov">josh.herman@iowa.gov</a>
	Bonita Lane	DAS	515-208-3576	<a href="mailto:Bonita.lane@iowa.gov">Bonita.lane@iowa.gov</a>
	Bob Ridgway	Design Alliance	515-225-3469	<a href="mailto:rridgway@designallianceinc.com">rridgway@designallianceinc.com</a>
	Leona Sears	Design Alliance	515-225-3469	<a href="mailto:lsears@designallianceinc.com">lsears@designallianceinc.com</a>
	Tom Setheral	Heartland	515-571-3913	<a href="mailto:toms@heartlandfinishes.com">toms@heartlandfinishes.com</a>
	Tim Ryburn	DAS	515-281-3137	<a href="mailto:tim.ryburn@iowa.gov">tim.ryburn@iowa.gov</a>