Request for Bid

For Salt Dome Restoration and Repair for 3 DOT Maintenance locations

Issued by:

IOWA DEPARTMENT OF TRANSPORTATION
Purchasing Section
Proposal No. 16909

Letting Date: July 6, 2016

Must be submitted no later than 1:00 PM Central Time
Bid Responses received after this date will be rejected

For information about this notice, and during this procurement, interested persons shall contact only:

Jody McNaughton
800 Lincoln Way
Ames, Iowa 50010
Phone: 515-239- 1298
Fax: 515-239-1538
E-Mail: jody.mcnaughton@dot.iowa.gov

Issued addenda and all other correspondence will be posted to Iowa DOT's website:
http://**www.iowadot.gov/purchasing**

Procurement Timetable

The following dates are set forth for informational and planning purposes. The Iowa DOT reserves the right to revise the dates as needed. All times listed are Central Time.

Event/Dates	Section Reference	Date/Time
Issue RFB	cover	June 17, 2016
Number of Copies of Bid Responses Required		1
Bidders Conference (Pre-Bid) ☐ *Box will be checked when attendance is mandatory* ***Recommended site visit*** **Location: Adair Facility 300 Hillcrest R-2 Adair IA 50020** **Waterloo Facility -2060 crossroads blvd. Waterloo IA 50702** **Allison Facility 12 Pfaltzgraff. Allison IA 50602**	3.7.1	
DOT Response from Bidder's Conference Questions	2.28	N/A
Bidder Questions, Requests for Clarification, & Changes *(no later than)*	2.2/2.5	June 23,2016
DOT Response to Questions Issued *(no later than)*	2.2/2.5	June 27, 2016
Bid Opening/Proposal Due	2.8/2.9	July 6, 2016
Presentations & Demonstrations "Short list" (*by invitation only*)	2.22	N/A
Announce Successful Bidder Intent to Award* *see note below*	2.22	July 7,2016
Completion of Contract Negotiations & Execution of the Contract	2.22	July 22,2016
Contract Begin Date		July 27, 2016
Contract End Date		September 30,2016

*Intent to Award - See Section 2.22

It is intended that Bid Responses will be evaluated and a notice of "intent to award" will be issued within thirty (30) days of the bid opening date. Bid Responses prices, terms and conditions must be held firm for a 180-day period from the date of the notice of "intent to award" the contract.

Solicitation Response

	Response Due Date	Time	Location
	July 6, 2016	1:00 P.M.	800 Lincoln Way, Ames, IA

Proposal Number	Description Salt Dome Repairs and Restoration of the following DOT Maintenance Facilities. Adair, Waterloo, Allison			
16909				
Contract Begin Date July 27,2016	Contract Completion Date September 30,2016	Bid Bond (5) % of submitted bid	Performance Bond (Y/N) Y	Liquidated Damages N/A

Purchasing Agent assigned	E-mail Address	Phone	Fax
Jody McNaughton	Jody.mcnaughton@dot.iowa.gov	515-239-1298	515-239-1538

RESPONDER INFORMATION

Company Name			Federal Tax ID
Street Address	City	State	Zip Code

Contact Name	E-mail Address	Phone	Fax

Responder agrees to sell goods/services or both at the same prices, terms and conditions to any other Iowa state agency, Regent or Political Subdivision upon request. Please check Yes or No. ☐ Yes ☐ No	Responder is an Iowa Targeted Small Business ☐ Yes ☐ No

GENERAL INFORMATION

This solicitation includes the Solicitation Response cover page, Schedule of Prices, Standard Terms and Conditions, Supplemental terms (if any), Specifications, Plans and Drawings, mailing label and all other information needed to prepare and submit a response to the solicitation. Information in the "Solicitation Response" above must be typed or completed in ink, signed, and returned in a flat style envelope along with any other information required in the solicitation prior to the response due date and time. Please use the furnished mailing label, or label the response as "Iowa Department of Transportation, proposal number and response due date on the outside of the return envelope. Responders may personally deliver, mail, or select a carrier that ensures timely delivery. **Faxed or e-mail responses will not be accepted.**

If required, each response must be accompanied by a bid bond in an accepted form, in the percent amount indicated above. Refer to the Standard Terms and Conditions for the accepted forms in which the bid bond requirement may be fulfilled. **Responses without a required bid bond will not be considered for award.** If the intended awarded responder fails to enter into a formal contract within fifteen (15) days after award is made for any reason on their part, the bid bond may be retained by the State.

The entire contents of this solicitation, Addendums, Schedule of Prices, Specifications, Plans and Drawings, Supplemental Terms and Conditions, Standard Terms and Conditions, shall become part of the contract.

We certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a response; that this response has been independently arrived at without collusion with any other responder, competitor, or potential competitor; and that this response has not been knowingly disclosed prior to the opening of responses to any other responder or competitor.

We certify that all materials, equipment goods and/or services proposed meet or exceed the specifications and will be supplied in accordance with the entire contents of this solicitation including delivery schedules. We promise to complete the contract within the contract period, or pay any liquidated damages, if stipulated, for each calendar day as set forth in the solicitation documents.

Signed _____ Date _____

Iowa Department of Transportation
Standard Terms and Conditions
For

Submission of Quotations, Bids or Proposals

-FORMAL-

Formal is the procurement process required by Iowa law when the estimated, aggregate amount of the purchase equals or exceeds $50,000.

The entire contents of this solicitation shall become a part of a contract or purchase order. In case of a discrepancy between the contents of the solicitation documents, the following items listed by descending order shall prevail:

- Addendums to the solicitation
- Solicitation
  - Schedule of Prices
  - Specifications
  - Plans and Drawings
- Supplemental Terms and Conditions
- Standard Terms and Conditions

(Example - if a statement in the specifications contradicts a statement in the Standard Terms and Conditions, the statement in the specifications shall apply)

Preparation of Solicitation or Bid Response: All responses must clearly address all aspects of the solicitation. Responses must be typed or completed in ink and submitted on the forms supplied by the Iowa DOT.

Responses must be signed and received prior to the opening date and time indicated on the Solicitation Response page or other specified areas throughout the solicitation document. The Responder's signed Response shall become the official Response to be considered for award.

No email, fax or web link bid Responses will be accepted. Responses must be signed, sealed and delivered in person or by a mail courier that ensures timely delivery.

A. Solicitation

1. **Opening:** The openings of responses are made public and conducted at the Iowa DOT, Ames complex unless otherwise specified. Responses received after the time of the opening will be returned unopened and considered non-compliant.
2. **Communications:** Questions concerning this solicitation should be directed to the purchasing agent listed on the Solicitation Response page. Inquiries can be written, phoned, or faxed. In all cases, written communication will take precedence over verbal communication.
3. **Bid Bond:** If required, the Solicitation Response page will indicate the fixed percent of the bid security based on the amount of the Bidder's bid. A Bid Bond can be supplied in one of the following ways: **(1)** Certified check or credit union certified share draft, cashier's check, or bank draft, drawn on a solvent bank or credit union. Certified checks and certified share drafts shall be drawn and endorsed in the amount indicated. Checks or drafts shall be made payable either to the Iowa Department of Transportation (Iowa DOT) or to the bidder. If payable to the bidder, the check or draft shall be endorsed without qualifications to the Iowa DOT by the bidder or an authorized agent. **(2)** An insurance or surety company may be retained to provide a bond in fulfillment of the Bid Bond requirement. A properly completed and signed copy of the Bid Bond *(Form 131084)* must accompany the bid. **The Iowa DOT's Bid Bond form must be used; no other forms or formats will be accepted.**

4. **Pricing and Discount:** Unit prices shown in the response shall be quoted as the price per unit (e.g., gal., case, each, etc.) as requested in the solicitation. If there is a discrepancy between the unit bid prices, extended price, or total amount of response, the unit prices shall prevail. Unless otherwise indicated, prices shall be firm for the duration of the contract or purchase order. Discounts for early payment are allowed, but not considered in award of the contract.
5. **Acceptance/Rejection:** The Iowa DOT reserves the right to accept or reject any or all responses and to waive irregularities or technicalities, provided such waiver does not substantially change the offer or provide a competitive advantage to any supplier(s) or provider. The Iowa DOT also reserves the right to accept that response which is deemed to be in the best interests of the state. Any unauthorized changes, additions, or conditional response including any ties to another response or any reservations about accepting an award or entering into a contract, may result in rejection of the response. Responses must remain available for award for thirty (30) days from opening date and time.
6. **Results & Disclosure:** Tabulation results will be posted on the Iowa DOT website at www.iowadot.gov/purchasing under the *Bid Award* link referencing the proposal number with an award recommendation indicated. At the conclusion of the selection process, the contents of all received responses will be placed in the public domain and be open to inspection by interested parties, according to state law. Trade secrets or proprietary information that are recognized as such and are protected by law may be withheld if clearly identified as such in the response.
7. **Quality of Goods:** All material shall be new and of first quality. Items which are used, demonstrators, refurbished, obsolete, seconds, or which have been discontinued are unacceptable without prior written approval by the Iowa DOT.
8. **Recycled Content:** The Iowa Code encourages purchase of products and materials with recycled content, including but not limited to paper products, oils, plastic products, compost materials, aggregate, solvents, and rubber products. Recycled items or alternatives must be noted in the Solicitation Response, if known.
9. **Shipping Terms:** Deliveries shall be F.O.B. Destination unless otherwise specified. All deliveries shall be accompanied by a packing slip indicating the Supplier, quantities shipped, and the purchase order number(s). All delivery charges shall be included in the response price and paid by the Supplier. No collect C.O.D. deliveries shall be accepted. When entering into a contract, the Supplier shall notify the freight company that all freight and delivery charges are to be prepaid by the Supplier. Goods delivered to the Iowa DOT Distribution Center at 800 Lincoln Way, Ames, IA shall be received between the hours of 7:00 a.m. and 3:00 p.m. on any day except Saturday, Sunday, or a holiday. For deliveries to other Iowa DOT locations, the Supplier may contact the destination location for available times to deliver as not all Iowa DOT locations have the same business hours. The Iowa DOT will not be liable for any freight claims or unpaid freight bills arising from contract or purchase order issues.

B. Award

The binding agreement (award) may be issued in the form a purchase order or contract or both depending on the requirements and complexity of the agreement.

1. **Method of Award:** Award shall be made to the responsible, responsive Responder whose Quotation, Bid or Proposal meets the requirements of the solicitation and is the most advantageous to the Iowa DOT. An Iowa company or individual will be given preference over an out-of-state company or individual when responses are equal in all aspects and are tied in price. By virtue of statutory authority preference will be given to products and provisions grown and coal produced within the State of Iowa.
2. **Award Protests:** Protests of award recommendations are to be addressed to the Director of Purchasing, and shall be made in accordance with paragraph 761--20.4(6)"e" of the Iowa Administrative Code.
3. **Contracts:** Successful Contractor(s) may be sent either a formal Contract, Notification of Award or Purchase Order as confirmation of acceptance and award. Any of these binding agreements shall be for the term stated in the solicitation or on a purchase order and may be renewed for additional period(s) under the same terms and conditions upon mutual agreement as defined. The successful Contractor may not assign a contract to another party without written authorization from the Iowa DOT Purchasing Section. The Iowa DOT may offer a contract extension to the Contractor when a scheduled target date cannot be met.

4. **Consumer Price Index (CPI-U):** A CPI may be allowed as specified in the terms of the solicitation and at the discretion of the Iowa DOT based on currently posted CPI-U, US City Average, All Items – non seasonally adjusted unless otherwise specified. This applies each of any subsequent renewals, extensions, amendments issued under the contract for the duration of the contract.
5. **Payment Terms:** The Iowa DOT typically pays properly submitted invoices within thirty (30) days of receipt, providing goods and/or services have been successfully delivered, installed or inspected (if required), and accepted. Invoices presented for payment must be only for quantities received by the Iowa DOT and must reference the purchase order number or contract number to be submitted for processing.
6. **Default (Supplier):** Failure of the Supplier to adhere to specified delivery schedules or to promptly replace rejected materials shall render the Supplier liable for all costs in excess of the bid price when alternate procurement is necessary. This shall not be the exclusive remedy and the Iowa DOT reserves the right to pursue other remedies available to it by law or under the terms of the binding agreement.
7. **Default (Contractor):** Failure of a Contractor other than a Supplier to meet any specified project completion deadline shall render the Contractor liable for all costs incurred by the Iowa DOT that were: a) necessary to meet said deadline; or b) necessary to complete said project after said deadline. This shall not be the exclusive remedy and the Iowa DOT reserves the right to pursue other remedies available to it by law or under the terms of the agreement.

C. General

1. **Administrative Rules:** For additional details on the rules governing the actions of the Iowa DOT Purchasing Section, refer to 761 IAC, Chapter 20, Iowa Administrative Code, entitled "Procurement of Equipment, Materials, Supplies and Services".
2. **Affirmative Action:** The Contractor (and also subcontractor, vendor, service provider or supplier) is prohibited from engaging in discriminatory employment practices forbidden by federal and state law, executive orders and rules of the Iowa Department of Management, pertaining to equal employment opportunity and affirmative action. Contractor may be required to have on file a copy of their affirmative action program, containing goal and time specifications. Contractors doing business with Iowa in excess of $5,000 annually and employing 50 or more full time employees may be required to file with the Iowa Department of Management a copy of their affirmative action plan. Failure to fulfill these non-discrimination requirements may cause the contract to be canceled and the contractor declared ineligible for future state contracts or subject to other sanctions as provided by law or rule.
3. **Applicable Law:** The contract shall be governed under the laws of the State of Iowa. The contractor shall at all times comply with and observe all federal and state laws, local laws, ordinances, and regulations which are in effect during the period of a contract and which in any manner affect the work or its conduct. Any legal action relating to a contract shall only be commenced in the Story County, Iowa, District Court or the United States District Court for the Southern District of Iowa.
4. **Conflict of Interest:** No state or county official or employee, elective or appointive shall be directly or indirectly interested in any contract issued by the Iowa DOT, see Code of Iowa 314.2.
5. **Debarment and Vendor Suspension:** By submitting a response, the contractor is certifying that it and its principals and/or subcontractors are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by the State of Iowa or any Federal department or agency.
6. **Equal Opportunity:** Responders to the solicitation must be an "Equal Opportunity Employer" as defined in the Civil Rights Act of 1964 and in Iowa Executive Order Number Thirty-four.
7. **Indemnification-Goods:** To the extent the goods are not manufactured in accordance with Iowa DOT's designs, Supplier shall defend, indemnify and hold harmless Iowa DOT, its assignees, and other users of the goods from and against any claim of infringement of any letters patent, trade names, trademarks, copyright or trade secrets by reason of sale or use of any articles purchased. Iowa DOT shall promptly notify Supplier of any such claim.
8. **Infringement:** Goods shall be delivered free of the rightful claim of any third party by way of infringement. Contractor shall indemnify and save harmless the State of Iowa and the Iowa DOT against all claims for infringement of, and/or royalties claimed under, patents or copyrights on materials and equipment furnished under this bid.

9. **Iowa Open Records Law**: All Solicitation Responses are subject to terms and provisions of Iowa Code Chapter 22 Examination of Public Records (Open Records), specifically 22.7- Confidential Records.
10. **Records Audit:** The contractor agrees that the Auditor of the State of Iowa or any authorized representative of the state, and where federal funds are involved, the Comptroller General of the U.S. Government, shall have access to and the right to examine, audit, excerpt, and transcribe any directly pertinent books, documents, papers, and records of the contractor relating to orders, invoices, or payments of a contract or purchase order.
11. **Targeted Small Businesses:** The Iowa DOT seeks to provide opportunities for women and/or minority small business enterprises. To apply for certification as an Iowa Targeted Small Business, contact the Iowa Department of Inspection and Appeals (515-281-5796). Contractors shall take documented steps to encourage participation from Targeted Small Businesses for the purpose of subcontracting and supplying of goods or services or both.
12. **Taxes:** Prices quoted shall not include state or federal taxes from which the state is exempt. Exemption certificates will be furnished upon request.
13. **Termination:**
    - **Termination Due to Lack of Funds or Change in Law**

      The Iowa DOT shall have the right to terminate this Contract without penalty by giving thirty (30) days written notice to the vendor as a result of any of the following:

      • Adequate funds are not appropriated or granted to allow the Iowa DOT to operate as required and to fulfill its obligations under contract.

      • Funds are de-appropriated or not allocated or if funds needed by the Iowa DOT, at the Iowa DOT's sole discretion, are insufficient for any reason.

      • The Iowa DOT's authorization to operate is withdrawn or there is a material alteration in the programs administered by the Iowa DOT.

      • The Iowa DOT's duties are substantially modified.

    Following a 30 day written notice, the Iowa DOT may terminate a binding agreement in whole or in part without the payment of any penalty or incurring any further obligation to the Responder. Following termination upon notice, the Responder shall be entitled to compensation upon submission of invoices and proper proof of claim for goods and services under contract up to and including the date of termination.

Schedule of Prices

Project Description:

Item No.	Description	Quantity	Unit/Price	Total Bid Amount
1	Contractor to provide repairs and restoration to Adair Salt Dome Location 300 Hillcrest R-2 Adair IA 50020 As per specifications	1	Lump/Sum	$_____
2	Contractor to provide repairs and restoration to Waterloo Salt Dome Location -2060 crossroads blvd. Waterloo IA 50702 As per specifications	1	Lump/Sum	$_____
3	Contractor to provide repairs and restoration to Allison Salt Dome Location 12 Pfaltzgraff, Allison IA 50602 As per specifications	1	Lump/Sum	$_____

I hereby certify that this Bid Response meets or exceeds the minimum requirements including specifications and addendums.

Authorized Signature: _____

Contact Person:

Company: _____

_____
(Print Name)

Address: _____

_____
(City) (State) (Zip Code)

Contractor's Registration No..:_____

Phone No: _____

Email:_____

Fax No.: _____

I acknowledge receipt of addendums:_____

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Section 1 Introduction

1.1 Purpose & Overview of the RFB Process

The purpose of this Request for Bid (RFB) is to solicit Bid Responses from responsible, responsive Bidders to provide the goods and/or services identified on the RFB cover page and described further in Section 3 of this RFB. The Iowa DOT intends to award a contract(s) beginning and ending on the dates listed on the Procurement Timetable. The Iowa DOT may renew the contract(s) for up to the number of annual extensions identified on the Procurement Timetable at the sole discretion of the Iowa DOT. Any contract(s) resulting from the RFB shall not be an exclusive contract.

Bidders will be required to submit Bid Responses according to the Procurement Timetable. The Iowa DOT will evaluate all responsible Bidders that submit timely responsive Bid Responses to be considered for award.

OverView Salt dome repairs and restoration is needed at the Adair, Waterloo and Allison Maintenance Facilities. These locations are not tied.

1.2 Definitions

The terms used in individual sections of this document are intended to be consistent with those commonly used in the application field in question. When responding, use the terms and acronyms used in this document, and define any terms or conditions that require further clarification.

1.2.1 "Bid Response" means the bid document submitted by the bidder in response to the RFB.

1.2.2 "Contract" or "Resulting Contract" means the contract(s) entered into with the successful Bidder(s) as described in section 4.

1.2.3 "Bidder" means individual, company or entity submitting a response in response to the RFB.

1.2.4 "Iowa DOT" means the Iowa Department of Transportation.

1.2.5 "Participating Agency" or "Participating Agencies" means the all state boards, and commissions, and any political subdivisions as identified on the RFB cover sheet as Participating Agencies and any other agency that decides to utilize the executed contract.

1.2.6 "Procurement Timetable" *(on the page immediately following the RFB cover)* provide timeline, event and date information.

1.2.7 "Purchase Order" means the documentation issued by the State to the Contractor for a purchase of goods and/or services in accordance with the terms and conditions of the Contract. It may include an identification of the items to be purchased, the delivery date and location, the address where the supplier should submit the invoices, and any other requirements deemed necessary by the State. Any preprinted contract terms and conditions included on Bidder's forms or invoices shall be null and void.

1.2.8 "Responsible Bidder" means a bidder that has the capability in all respects to perform the requirements of the Bid Proposal specifications. In determining whether a Bidder is a responsible, responsive Bidder, the Iowa DOT may consider various factors including, but not limited to, the Bidder's competence and

qualifications to provide the goods or services requested, the Bidder's integrity and reliability, the past performance of the Bidder relative to the quality of the goods or services offered by the Bidder, the proposed terms of delivery, and the best interest of the Iowa DOT and Participating Agencies.

1.2.9 "RFB" means Request for Bid and any attachments, exhibits, schedules or addenda hereto. A written response by a Bidder shall be considered a bid and referred to as a Bid Response.

1.2.10 "State" means the Iowa DOT, State of Iowa, and Participating Agencies identified on the title page and all state agencies, boards, and commissions, and any political subdivisions making purchases off of the resulting Contract as permitted by this RFB.

1.2.11 "Subcontractor" Includes every person furnishing material, equipment or performing labor as a sublet of any part of contract.

1.3 General

1.3.1 Owner:

The Owner of these projects is the Iowa Department of Transportation, 800 Lincoln Way, Ames, Iowa 50010.

Project Location:
Adair Facility 300 Hillcrest R-2 Adair IA 50020
Waterloo Facility -2060 crossroads blvd. Waterloo IA 50702
Allison Facility 12 Pfaltzgraff. Allison IA 50602

1.4 Bidding Documents

1.4.1 Addenda

- Addenda, if issued, will be posted to the Iowa DOT"s website. All addendums must be acknowledged by bidders and included in the Bid Response.
- All addenda so issued shall become part of the contract documents.

1.4.2 Withdrawal Period

Prime Contractors, subcontractors and material suppliers on these projects agree to guarantee their proposal costs and work to be performed for a period of thirty (30) days after the date of receipt of bids.

Section 2 Administrative Information

2.1 Issuing Agent

The Issuing Agent, identified on the cover page is the sole point of contact regarding the RFB from the date of issuance until the notice of intent to award is issued (selection of the successful contractor).

2.2 Restriction on Communication

From the issue date of this RFB until the notice of intent to award is issued (announcement of the successful bidder), bidders may contact only the Issuing Agent.

The Issuing Agent will respond only to questions regarding the procurement process. Questions related to the interpretation of this RFB must be submitted in writing to the Issuing Officer by the deadline found in the Procurement Timetable listed immediately after the cover sheet**.** Verbal questions related to the interpretation of this RFB will not be accepted. Questions related to the interpretation of this RFB must be submitted as provided in section 2.5. Contractors may be disqualified if they contact any state employee other than the Issuing Agent. *Exception: Contractors may contact the State Targeted Small Business Office on issues related to the preference for Targeted Small Businesses.*

In NO CASE shall verbal communication override written communications. Only written communications are binding on the State.

The Iowa DOT assumes no responsibility for representations concerning conditions made by its officers or employees prior to the execution of a contract, unless such representations are specifically incorporated into this RFB. Verbal discussions pertaining to modifications or clarifications of this RFB shall not be considered part of the RFB unless confirmed in writing. All such requests for clarification shall be submitted in writing. Any information provided by the Contractor verbally shall not be considered part of that Contractor's proposal. Only written communications from the Contractor and received by the Department shall be accepted.

With the exception of the written Bid Response which must be submitted by Contractors in accordance with Section 2 herein, communications between the Issuing Agent and Contractors may be conducted by regular prepaid US mail, courier service, e-mail or facsimile transmission.

2.3 Downloading the RFB from the Internet

All correspondence for this Bid Proposal will be posted on the Iowa DOT's website at **www.iowadot.gov/purchasing/lettingschedule.** **Bidders are required** to visit the Iowa DOT's home page periodically for any and all addendums or other pertinent information regarding this bid opportunity.

2.4 Procurement Timetable

The dates listed in the Procurement Timetable (on the page immediately following the RFB cover) are set forth for informational and planning purposes; however, the Iowa DOT reserves the right to change the dates. If a change is made to any of the deadlines for Contractor submission, the Iowa DOT will issue an addendum to the RFB. All times listed are Central Times.

2.5 Questions, Requests for Clarification, and Suggested Changes

Contractors are invited to submit written questions and requests for clarifications regarding the RFB during the time indicated in the Procurement Timetable. Contractors may also submit suggestions for changes to the requirements of this RFB. The questions, requests for clarifications or suggestions must be in writing and received by the Issuing Agent on or before the deadline stated in the Procurement Timetable. Oral questions will not be permitted. If the questions, requests for clarifications, or suggestions pertain to a specific section of the RFB must be referenced.

Written responses to questions, requests for clarifications or suggestions will be posted on or before the deadline stated in the Procurement Timetable and posted on the Iowa DOT's website (see Section 2.3) If the Iowa DOT decides to adopt a suggestion, the Iowa DOT will issue an addendum to the RFB.

The Iowa DOT assumes no responsibility for verbal representations made by its officers or employees unless such representations are confirmed in writing and incorporated into the RFB.

Each bidder must inform themselves fully of the conditions relating to the proposal. Failure to do so will not relieve a successful bidder of their obligation to furnish all services required to carry out the provisions of his contract. Insofar, as possible, the Contractor, in carrying out the work, must employ such methods or means as will not cause any interruption of, or interference with the work of any other contractor.

If a bidder discovers any significant ambiguity, error, conflict, discrepancy, omission, or other deficiency in this RFB, the bidder should immediately notify the Issuing Agent in writing of such error and request modification or clarification of the RFB document.

2.6 Revisions to Contractor Bid Response

Contractors who submit Bid Proposals in advance of the bid opening date may withdraw, modify, and resubmit Bid Proposals at any time until the bid opening date and time. Contractors must notify the Issuing Agent in writing if they wish to withdraw their Bid Response. A Contractor shall not withdraw its Bid Response or its prices prior to the end of the one hundred and eighty (180) day period immediately following the notice of intent to award a contract.

2.7 Submission of Bid Responses

The Iowa DOT must receive Bid Responses addressed to the Department of Transportation, Purchasing Section, 800 Lincoln Way, Ames, Iowa 50010 before the deadline stated in the Procurement Timetable. **This is a mandatory requirement and will not be waived by the Iowa DOT**. Any Bid Response received after this deadline will be rejected and returned unopened to the contractor.

Contractors mailing Bid Responses must allow ample mail delivery time to ensure receipt by the Iowa DOT on or before the due date. Postmarking by the due date will not substitute for actual receipt of the Bid Response.

Electronic mail and faxed Bid Responses will not be accepted.

Contractors must furnish all information necessary to evaluate the Bid Response. Bid Responses that fail to meet the mandatory requirements of the RFB will be disqualified. Verbal information provided by the Contractor shall not be considered part of the Contractor's Bid Response.

2.8 Bid Response Opening

The Iowa DOT will open Bid Responses on the date and time stated in the Procurement Timetable. Bid Responses will remain confidential until a bid tabulation has been posted on the Iowa DOT's website for all bidders to view the results in the form of "Intent to Award" See Iowa Code Section 72.3.

The names of the Contractors who submit compliant Bid Responses within the time frame permitted will be available for public review after the contract has been awarded.

2.9 Costs of Preparing the Bid Response

The costs of preparation and delivery of a Bid Response are solely the responsibility of the Contractor.

No payments shall be made by the State to cover costs incurred by any Contractor in the preparation of or the submission of this RFB or any other associated costs.

2.10 Reasonable Accommodations

Upon request, the Iowa DOT will provide reasonable accommodations, including the provision of informational material in an alternative format, for individuals with disabilities. If accommodations are required at time of a bid opening, contact the Issuing Agent designated on the cover page.

2.11 Rejection of Bid Responses

The Iowa DOT reserves the right to reject any or all Bid Responses, in whole or in part, received in response to this RFB at any time prior to the execution of a written contract. Issuance of this RFB in no way constitutes a commitment by the Iowa DOT to award a contract. This RFB is designed to provide Contractors with the information necessary to prepare a competitive Bid Response. This RFB process is for the Iowa DOT benefit and is intended to provide the Iowa DOT with competitive information to assist in the selection of a Contractor to provide services.

It is not intended to be comprehensive and each Contractor is responsible for determining all factors necessary for submission of a comprehensive Bid Response.

The Iowa DOT reserves the right to negotiate the terms of the contract, including the award amount, with the awarded Contractor prior to entering into a contract. If contract negotiations cannot be concluded successfully, the Iowa DOT reserves the right to negotiate a contract with the next lowest Bidder.

2.12 Disqualification

The Iowa DOT may reject outright and shall not evaluate proposals for any one of the following reasons:

2.12.1 The Contractor states that a requirement of the RFB cannot be met.

2.12.2 The Contractor's Bid Response materially changes a requirement of the RFB or the Bid Response is not compliant with the requirements of the RFB.

2.12.3 The Contractor's response limits the rights of the Iowa DOT.

2.12.4 The Contractor fails to include a *Bid Bond*, also or bid security, *if required*. See Bid Response cover page and **Section 2.31.**

2.12.5 The Contractor fails to include any signature, certification, authorization, stipulation, disclosure or guarantee (if required).

2.12.6 The Contractor presents the information requested by this RFB in a format inconsistent with the instructions of the RFB or otherwise fails to comply with the requirements of this RFB.

2.12.7 The Contractor initiates unauthorized contact regarding the RFB with state employees.

2.12.8 The Contractor provides misleading or inaccurate responses.

2.12.9 The Contractor fails to attend the mandatory Contractors Conference or Pre-Bid meeting.

2.12.10 The Contractor's Bid Response is materially unbalanced.

2.12.11 There is insufficient evidence (including evidence submitted by the Contractor and evidence obtained by the Iowa DOT from other sources) to satisfy the Iowa DOT that the Contractor is a "Responsible Contractor".

2.12.12 The Contractor alters the Bid Proposal language in any way.

2.13 Nonmaterial and Material Variances

The Iowa DOT reserves the right to waive or permit cure of nonmaterial variances in the Bidder's Bid Response if, in the judgment of the Iowa DOT, it is in the Iowa DOT best interest to do so. Nonmaterial variances include minor informalities that do not affect responsiveness; that are merely a matter of form or format; that do not change the relative standing or otherwise prejudice other Contractors; that do not change the meaning or scope of the RFB; or that do not reflect a material change in the services. In the event the Iowa DOT waives or permits cure of nonmaterial variances, such waiver or cure will not modify the RFB requirements or excuse the Contractor from full compliance with RFB specifications or other contract requirements if the Contractor is awarded the contract. The determination of materiality is in the sole discretion of the Iowa DOT.

2.14 Reference Checks

The Iowa DOT reserves the right to contact any reference to assist in the evaluation of the Bid Response, to verify information contained in the Bid Response and to discuss the Contractor's qualifications and the qualifications of any subcontractor identified in the bidders Bid Response.

2.15 Information From Other Sources

The Iowa DOT reserves the right to obtain and consider information from other sources concerning a Contractor, such as the Contractor's capability and performance under other contracts, the qualifications of any subcontractor identified in the Contractor's Bid Response, specifically, the Contractor's financial stability, past or pending litigation, and publicly available information.

2.16 Verification of Bid Response Contents

The content of a Bid Response submitted by a Contractor is subject to verification. Misleading or inaccurate responses shall result in disqualification and rejection of the Bid Response.

2.17 Criminal History and Background Investigation

The Contractor hereby explicitly authorizes the Iowa DOT to conduct criminal history and/or other background investigation(s) of the Contractor, its officers, directors, shareholders, partners and managerial and supervisory personnel retained by the Contractor for the performance of the contract.

2.18 Bid Response Clarification Process The Iowa DOT reserves the right to contact a Contractor after the submission of Bid Response for the purpose of clarification to ensure mutual understanding.

This contact may include written questions, interviews, site visits, a review of past performance if the Contractor has provided goods or services to the Iowa DOT or any other political subdivision wherever located, or requests for corrective pages in the Contractor's Bid Response. The Iowa DOT will not consider information received if the information materially alters the content of this Bid Proposal or alters the type of goods and services the Contractor is offering to the Iowa DOT. An individual authorized to legally bind the Contractor shall sign responses to any request for clarification. Responses shall be submitted to the Iowa DOT within the time specified in the Iowa DOT request. Failure to comply with requests for additional information may result in rejection of the Bid Response as non-compliant.

2.19 Disposition of Bid Responses

At the conclusion of the selection process, the contents of all Bid Responses will be in the public domain and be open to inspection by interested parties except for information for which Contractor properly requests confidential treatment or is subject to exceptions provided in Iowa Code Chapter 22 or other applicable law.

2.20 Public Records and Requests for Confidential Treatment

The Iowa DOT may treat all information submitted by a Contractor as public information following the conclusion of the Intent to Award. Iowa DOT release of information is governed by Iowa Code chapter 22. Contractors are encouraged to familiarize themselves with chapter 22 before submitting a Bid Response. The Iowa DOT will copy and produce public records as required to comply with the public records laws.

2.21 Release of Claims

By submitting a Bid Response, the Contractor agrees that it will not bring any claim or cause of action against the Iowa DOT based on any misunderstanding concerning the information provided herein or concerning the Iowa DOT failure, negligent or otherwise, to provide the Contractor with pertinent information as intended by this RFB.

2.22 Award Notice and Acceptance Period

Notice of intent to award will be posted on the Iowa DOT's website at www.iowadot.gov/purchasing/bidaward. Final negotiation and execution of the contract(s) shall be completed no later than thirty (30) days from the date of the Notice of Intent to Award or such other time as designated by the Iowa DOT.

If the successful Contractor fails to negotiate and deliver an executed contract by that date, the Iowa DOT in its sole discretion may cancel the award and redirect the contract to the next lowest bidder meeting the specifications.

2.23 No Contract Rights until Execution

The full execution of a written contract shall constitute the making of a contract for services and no Contractor shall acquire any legal or equitable rights relative to the contract services until the contract has been fully executed by the successful Contractor and the Iowa DOT.

2.24 Restrictions on Gifts and Activities

Iowa Code Chapter 68B restricts gifts which may be given or received by state employees and requires certain individuals to disclose information concerning their activities with state government. Contractors are responsible to determine the applicability of this Chapter to their activities and to comply with the requirements. In addition, pursuant to Iowa Code section 722.1, it is a felony offense to bribe or attempt to bribe a public official.

The laws of Iowa provide that it is a felony to offer, promise, or give anything of value or benefit to a state employee with the intent to influence that employee's acts, opinion, judgment or exercise of discretion with respect to that employee's duties. Evidence of violations of this statute will be submitted to the proper prosecuting attorney.

2.25 No Minimum Guaranteed

The Iowa DOT anticipates that the selected Contractor will provide services as requested by the Iowa DOT. The Iowa DOT will not guarantee any minimum compensation will be paid to the Contractor or any minimum usage of the Contractor's services.

2.26 Conflicts Between Terms

The Iowa DOT reserves the right to accept or reject any exception taken by the Contractor to the terms and conditions contained in this RFB. Should the Contractor take exception to the terms and conditions required by the Iowa DOT, the Contractor's exceptions may be rejected and the entire proposal declared nonresponsive. The Iowa DOT may elect to negotiate with the Contractor regarding contract terms that do not materially alter the substantive requirements of the request for proposals or the contents of the Contractor's Bid Response.

2.27 News Releases

No news releases or other materials pertaining to this procurement, or any part of this proposal, will be made available to the media or the public, the Contractor's clients or potential clients without the prior written approval of the Iowa DOT.

2.28 Pre-Bid Conference

If the Procurement Timetable indicates a Contractor's Pre-Bid Conference will be held in conjunction with this RFB, it will be held at the date, time, and location listed on the Procurement Timetable immediately following the cover page. If Attendance at the Contractor's Pre-Bid Conference is a mandatory requirement to submit a Bid Response, it will be indicated on the Procurement Timetable. The purpose of the Pre-Bid conference is to discuss with prospective Contractors the work to be performed and allow prospective Contractors an opportunity to ask questions regarding the RFB. Verbal discussions at the Pre-Bid conference shall not be considered part of the RFB unless confirmed in writing by the Iowa DOT and incorporated into this RFB. The conference may be recorded. Questions asked at the conference that cannot be adequately answered during the conference may be deferred.

A copy of the questions and answers will be posted on the DOT website for viewing.

In an effort to seek competitive bids the DOT reserves the right to schedule a second pre-bid meeting in the event only one or no vendors are in attendance at the scheduled mandatory pre-bid. The Potential bidder in attendance at the scheduled pre-bid will not be required, but is welcome to attend the second pre-bid if they choose.

2.29 Contractors Responsibilities

2.29.1 Codes, Laws and Regulations

The laws of the State of Iowa in relation to and pertaining to public improvements shall apply to these projects. All construction, materials and methods shall comply with the State and Local Building Codes and with Local Ordinances, except where plans and specifications establish a higher standard.

2.29.2 Licenses, Permits and Inspections

The Bidders shall comply with all codes, laws, ordinances, rules and regulations of any public authority having jurisdiction that bears on the performance of its work. Bidders shall pay for all licenses, permits and inspection fees required for its work. Bidders must furnish copies of all approved inspection certificates and approvals from authorities having jurisdiction in a timely fashion upon completion of the work.

2.30 Consideration of Bids

2.30.1 Rejection of Bids

The Iowa DOT reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the Iowa DOT that such bidder is properly qualified to carry out the obligations of the Contract and to complete the work contemplated therein.
Conditional bids will not be accepted.

2.30.2 Qualification of Bidder

The Iowa DOT may make such investigations as they deem necessary to determine the ability of the Bidder to perform the required work, and the bidder shall furnish to the Iowa DOT all such information and data for this purpose as the Iowa DOT may request.

2.31 Bonds

2.31.1 Bid Bond (if required)

The Solicitation Response page will indicate the <u>fixed percent of the bid security required based on the amount of the Bidder's bid.</u> *See also Standard Terms and Conditions Section A-3.*

It is the responsibility of the Contractor to notify the surety company of the required amount of the bond. The surety is based on the percentage of the contractors total bid response.

Bid Bond's must be submitted on **Iowa DOT Form No. 131084 (Appendix A) or the bid will be rejected.**

The Bid Bond from the qualified responsive Bidder
will be retained until an executed contract is in place and the required bonds and Insurance Certificates are in the possession of the Iowa DOT after which the bid security will promptly be returned.

2.31.2 Performance and Payment Bond

If the contracted, estimated value is $25,000 or more, the successful Bidder shall furnish a performance bond covering the faithful performance of 100% of the Contract and the payment of all obligations arising thereunder.

One copy of the bond shall be s ubmitted on Iowa Department of Transportation **Form 131070**. All items must be properly filled in, including Bidder's signature.

A Resident Commission Agent or attorney-in-fact must file a copy of the power of attorney.

2.31.3 Power of Attorney

Attorney-in-fact who signs the Bid Bond and/or Performance Bond must file with each bond a certified and effectively dated copy of the Power of Attorney.

2.32 Labor Regulations

All Bidders, before entering into a contract with the Department, must be registered with the Division of Labor in the Iowa Department of Workforce Development (515-281-3606) according to chapter 91C, Code of Iowa 2015. This pertains to contractor’s who engage in the business of construction.

Section 3 General Requirements

3.1 Scope of Work

Successful Bidder shall be required to provide all materials, labor, and equipment necessary for Salt Dome Roof Restoration at three different locations in Iowa
Adair, Waterloo, Allison
Contractors are to apply spray insulation and fluid applied roof coating to the existing roofs of salt dome buildings indicated above as per the specifications.

3.2 Adoption of General Conditions

3.2.1 The General Requirements of this Contract shall include the "General Conditions", "Plans and Specifications" and any and all requirements of this RFB, as herein stated.

3.2.2 All bidder information and conditions, bid check lists and similar documents included in the specifications issued by the Iowa DOT, Ames, Iowa are hereby made a part of the General Conditions.

3.3 Contractor Response

3.3.1 Guidelines

- Contractors shall comply with Iowa Occupational Safety and Health Standards as found in 29 CFR Parts 1910 and 1926. Of particular importance are those standards referring to the use of personal protective equipment (PPE), fall protection and ventilation.
- Contractor may be required to make available to the Iowa DOT all Safety Data Sheets (SDS) for all products provided at time the apparent low bidder has been determined. SDS shall be sent to the Issuing Agent (when applicable) prior to issuance of the contract.

3.3.2 Guarantee

The Contractor shall guarantee all work executed under this contract, both as the workmanship and materials, for a period of twelve (12) months after the substantial completion date. Neither the final payment nor any provision of the contract documents shall relieve the Contractor of responsibility for faulty materials or workmanship. The Contractor shall remedy any defect thereto and pay for any damage to other work resulting therefrom, which shall appear within a period of one (1) year from the date of the final acceptance. With one month remaining in the guarantee period, the Contractor shall notify the Iowa DOT and set up a complete walk-through inspection.

- All materials, items of equipment, and workmanship furnished under this division of the specifications shall carry the standard warranty against all defects in material and workmanship. Any fault due to defective or improper material, equipment, or workmanship which may develop, shall be made good, forthwith.
- The Guarantee shall include, but not be limited to the following elements

and services:

a. Repair or replace defective materials, equipment, workmanship and installation that develops within the guarantee period, promptly and to Iowa DOT's satisfaction and correct damage caused in making necessary repairs and replacements, including all other damage done to areas, materials, and other systems resulting from the failure or defect, under guarantee by and at the expense of the Contractor.

b. Replace material or equipment that requires excessive service during guarantee period, as defined and as directed by the Iowa DOT.

c. Make all service calls, replacements, repairs and adjustments during the guarantee period without cost to the Iowa DOT.

3.3.3 Use of Premises

- All Contractors shall confine all apparatus, storage of materials and construction to areas as directed by the Iowa DOT and shall not encumber the premises with materials.
- Notwithstanding any approvals or instructions which must be obtained by the Contractors from the Iowa DOT in connection with use of premises, the responsibility for the safe working conditions at the site shall remain that of the Contractors.

3.3.4 Verifying Work of Other Contractors

- When a Contractor's work depends on proper execution of work by other contractors, such Contractor shall promptly report to the Iowa DOT project lead any defects in such work and/or discrepancies between executed work plans, drawings or specifications.
- Contractors shall employ such methods and means in carrying out work as will not cause interruption or interference with any other Contractor. General Contractors shall give other Contractors sufficient notice to permit installation of sleeves, piping, conduit, and other items, prior to placing concrete or laying masonry. Any Contractor failing to comply with above shall be responsible for expense caused by such failure.

3.4 Sub-Contractors

- The Successful Bidder for the project shall furnish the Iowa DOT with a complete list of subcontractors, schedule of values, and major material suppliers at the pre-construction meeting.
- The Iowa DOT shall approve and maintain the list of subcontractors and major suppliers and issue a general approval of same after official award of the contract, subject to the specific requirements of the Plans, Specifications and the "General Conditions of the Contract, and of these supplementary Conditions," " Special Provisions," and elsewhere with contract documents, as applicable. Deviations from the list of subcontractors and material suppliers shall be made only with the specific approval of, or at the request of the Iowa DOT.

3.5 Protection of Persons and Property

3.5.1 Safety and Health Regulations

The Contractor, serving in the role of the employer for the project, shall exercise at all times the protection of all persons and property. Contractor shall comply with all requirements of the Occupational Safety and Health Act of 1970, Iowa Bureau of Labor and all applicable state and municipal laws, as well as building and construction codes. It is the Contractor's responsibility to enforce all regulations that apply to these projects.

3.5.2 Protection of Site

The Contractor shall furnish all permanent and temporary guards, signs, fencing, shoring, and underpinning and other protection necessary in the performance of the contract and for the necessary protection of all public and private property and shall be responsible for any damage caused by failure to comply with this requirement.

- After building operations are completed, the Contractor shall replace or satisfactorily repair all damaged walks or pavements which shall have become damaged due to operations of these projects.
- The Contractor shall take care of all underground pipes, conduits, etc., encountered in the excavations, and protect same from damage until such time as they can be permanently disposed of.
- The Contractor shall continuously maintain adequate protection of all work from damage and shall protect the Owner's property and adjacent property from damage arising in connection with this contract.

3.6 Miscellaneous Provisions

3.6.1 Iowa State Building Code

- All construction under this section shall conform to the requirements of the Iowa State Building Code. The provisions of the Iowa State Building Code will be strictly adhered to, and will take precedence over any local Governmental Body Regulations. Work not regulated by the Iowa State Building Code shall be performed in accordance with local Governmental Body Regulations.

3.6.2 Discriminatory Practices

- All Contractors or subcontractors working under the terms of these projects are prohibited from engaging in discriminatory employment practices as forbidden by the Iowa Civil Rights Act of 1965. These provisions shall be fully enforced, as directed through Executive Order Number 34 dated July 22, 1988. Any breach of the provisions contained in the Iowa Civil Rights Acts of 1965 shall be regarded as a material breach of contract.
- Bidder agrees that if awarded a contract to construct and/or remodel any portion of the project described in these Specifications, neither the Contractor nor any subcontractors will engage in any discriminatory employment practices based on race, color, creed, religion of natural origin and that they will in all contracts comply with all statutes of the State of Iowa against discrimination. Failure to do so could be deemed a

material breach of contract.

3.7.1 Site Visit

- It is recommended, but not required, that prospective bidders on these l be considered by the Iowa DOT for any item which could have been revealed by a thorough on-site inspection and examination. Vendors interested in visiting a site are to contact Jody McNaughton .

- No considerations or revision in the contract price or scope of the project will be considered by the Iowa DOT for any item which could have been revealed by a thorough on-site inspection and examination or pre- bid meeting.

3.7.2 Conditions of Work

Bidders must inform themselves fully of the conditions relating to the construction of the project and the employment of labor thereon. Failure to do so will not relieve successful bidders of their obligation to furnish all material and labor necessary to carry out the provisions of this contract. Insofar as possible, the Contractor, in carrying out the work, must employ such methods or means as will not cause any interruption of, or interference with the work of any other Contractor.

3.7.3 Obligation

At the time of the bid opening, each bidder will be presumed to have read and become thoroughly familiar with the drawings, specifications, and other contract documents, including all addenda.

Bidders are responsible for the proper submission of bids. Omissions by a bidder to examine a form, instrument, or document shall in no way relieve that bidder from any obligations in respect to their bid.

3.8 Bid Proposal Documents

3.8.1 Plans and Specifications

Electronic Plans and specifications are available on the Iowa DOT's website, www.iowadot.gov/purchasing. The Bidder is responsible for all copies of plans and specifications necessary for the execution of the work.

In the event of a conflict between the specifications and the drawings, the specifications shall take precedence.

-

Alternates or Exceptions

3.8.2 Alternates or exceptions must be evaluated prior to the letting date listed in this proposal.

3.8.2.1 Substitutions will be review until 7 days before bid date..

Section 4 Contract Terms & Conditions

4.1 Contract Award

Award will be based on the total lump sum amount of bid price shown on the Schedule of Prices. The DOT will award to the lowest, most responsive, responsible bidder. The Iowa DOT reserves the right to accept the bid(s) which best serves the interest of the State.

Bid price will include all requirements listed in Section 3 to complete this proposed project. The Prime Contractor shall be responsible for taking all sub-bids and for all coordination between trades.

A "Prime" contract shall be awarded for each project for all work shown on the Drawings and described in the Specifications including Site work, General construction, Demolition, Plumbing, Mechanical, Energy management and control and Electrical work. The Prime Contractor shall be responsible for taking all sub-bids and for all coordination between trades.

Protests of award recommendations shall be made in accordance with Paragraph 761--20.4(6)"e", Iowa Administrative Code.

4.2 Contract Period

See Bid Proposal timeline for dates. The date of completion shall be stated in calendar days on the Bidder's Bid Response, and if necessary, adjusted by mutual agreement between the Iowa DOT and successful bidder prior to executing the contract documents.

The Iowa DOT realizes that deliveries and site conditions have a definite bearing on the completion date. The Iowa DOT will demand diligence in the prosecution of the work, but with good cause and satisfactory past performance by the Contractor, the Iowa DOT may revise the completion date to another mutually-acceptable date, when requested in writing and in good faith by the Contractor.

4.3 Immunity of Iowa Department of Transportation

The Contractor shall defend, indemnify and hold harmless the Iowa DOT and its officials and employees from liability arising out of or resulting from the Contractor's activities at the designated work site, its performance or attempted performance of the contract, as well as the Contractor's activities with Sub-Contractors and all other third parties.

4.4 Payments and Completion of Contract

4.5.1 At the Pre-Construction Conference, the contractor shall submit a schedule of values of the various parts of the work, aggregating the total sum of the contract, made out in such form as the Iowa DOT may direct and, if required, supported by evidence as to its correctness. This schedule, when approved by the Iowa DOT, shall be used as a basis for requests for payment.

4.5.2 Final payment shall be authorized not later than thirty (30) days following the completion and final acceptance of the contract, provided that the provisions herein and all other contract requirements have been fulfilled, accepted and approved, where no claims have been filed or following adjudication or release of claims as provided in Chapter 573 of the Code of Iowa.

4.5.3 No notification of payment being processed, no payment made to the Contractor, no partial payment, nor the entire use or occupancy of the work by the Iowa DOT shall be held to constitute an acceptance, in whole or in part, by the Iowa DOT prior to making the final payment and acceptance in full completion of the contract.

4.6 Insurance Requirements

Contractor's Insurance

- It shall be the Contractor's responsibility to have liability insurance covering all of the project operations incident to contract completion and the Contractor(s) must have on file with the Contracting Authority a current "Certificate of Insurance" prior to award of contract. The certificate shall identify the insurance company firm name and address, contractor firm name, policy period, type of policy, limits of coverage, and scope of work covered (single contract or statewide). This requirement shall apply with equal force, whether the work is performed by persons employed directly by the Contractor(s) including a subcontractor, persons employed by a subcontractor(s), or by an independent contractor(s).

- In addition to the above, the Iowa DOT shall be included as an insured party, or a separate owner's protective policy shall be filed showing the Iowa DOT as an insured party.

- The liability insurance shall be written by an insurance company (or companies) qualified to do business in Iowa. For independent contractors engaged solely in the transportation of materials, the minimum coverage provided by such insurance shall be not less than that required by Chapter 325A, Code of Iowa, for such truck operators or contract carriers as defined therein. For all other contractors, subcontractors, independent contractors, and the Contracting Authority, the minimum coverage by such insurance shall be as follows:

    - *Commercial General Liability* including Contractual Liability;
    - Contingent Liability; Explosion, Collapse and Underground Drainage
    - Damage; Occurrence Basis Bodily Injury: Broad Form Personal Injury; Broad Form Property Damage.

Bodily Injury

The contractor will purchase and maintain throughout the term of this contract the follow minimum limits and coverage:

- Each person $750,000

- Each accident/occurrence $750,000
- Workers Compensation $750,000
- Statutory Limits $750,000
- Employer's liability $750,000
- Pollution Liability $750,000
- Occupation Disease $750,000

Operations

- Property Damage $250,000 each occurrence

Builders Risk Insurance

- Each Contractor holding a valid contract with the Iowa DOT shall furnish and pay for builder's risk insurance, providing coverage for at least the following losses: fire, extended coverage, vandalism and malicious damage to materials incorporated in the project, and materials purchased to be incorporated in the project, either stored on or off the permanent job site. If this insurance coverage is not provided, the Contractor shall assume all responsibility for the perils outlined above which may occur prior to project completion and acceptance.
- Failure on the part of the Contractor(s) to comply with the requirements of this Article will be considered sufficient cause to suspend the work, withhold estimates, and to deny the Contractor(s) any further contract awards, as provided in Article 1103.01.
- The Contractor(s) shall require all subcontractor(s) meet the above insurance requirements.

The Certificate of Insurance must include the following

- Iowa Department of Transportation must be listed as an additional insured
- Proposal Number
- Proposal Description
- Letting Date
- Contract Period

4.7 Public Contract Termination

The provisions of Iowa law as contained in Chapter 573A of the Code of Iowa, an Act to provide for termination of contracts for the construction of public improvements when construction or work thereon is stopped because of national emergency, shall apply to and be a part of this Contract, and shall be binding upon all parties hereto, including sub-contractors and sureties upon any bond given or filed in connection herewith.

SECTION 00 0101
PROJECT TITLE PAGE

2016 SALT DOME ROOF RESTORATION

VARIOUS SALT DOME BUILDINGS

LOCATIONS:

PROJECT MANUAL
BUILDING SPECIFICATIONS FOR SALT DOME RESTORATIONS
DATE: 27 APRIL 2016

SECTION 00 0110

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SECTION 01 1000

SUMMARY

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Contract description.

B. Owner supplied products.

C. Contractor's use of site and premises.

D. Owner occupancy.

E. Specification Conventions.

1.02 PROJECT

A. Project Name: 2016 Salt Dome Roof Restoration

B. The Project consists of the application of spray insulation and fluid applied roof coating to the existing dome roof and the roof over the entrance door of Salt Dome Buildings. Run spray foam insulation at least 1' beyond dome onto precast and apply fluid applied coating on entire dome walls..

1.03 CONTRACT DESCRIPTION

A. Contract Type: Stipulated Price as described in Standard form of Agreement Between the Contractor and Owner, AIA Form A101, latest Edition.

1.04 DESCRIPTION OF ALTERATIONS WORK

A. Renovate the following areas, complete repair and replacement of damaged header, jambs, and supports around and adjacent to the overhead door.:

1.05 CONTRACTOR USE OF SITE AND PREMISES

A. Arrange use of site and premises to allow:
   1. Owner occupancy.
   2. Work by Others.
   3. Work by Iowa Department of Transportation.
   4. Use of site and premises by the public.

B. Provide access to and from site as required by law and by Owner:
   1. Emergency Building Exits During Construction: Keep all exits required by code open during construction period; provide temporary exit signs if exit routes are temporarily altered.
   2. Do not obstruct roadways, sidewalks, or other public ways without permit.

C. Time Restrictions:
   1. Contractor may perform construction operations any day of the week and at any time of the day, but must have a representative present during any Sub-Contractor work.

1.06 SPECIFICATION CONVENTIONS

A. These specifications are written in imperative mood and streamlined form. This imperative language is directed to the Contractor, unless specifically noted otherwise. The words “shall be” are included by inference where a colon (:) is used within sentences or phrases.

B. The following terms are used throughout the specifications and defined as follows:
   1. Contractor: General Contractor or contractor responsible for Work of specified section
   2. Owner: Representative of building occupants.
   3. Architect/Engineer: Representative of Facilities Support.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 2000
PRICE AND PAYMENT PROCEDURES

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Procedures for preparation and submittal of applications for progress payments.

B. Documentation of changes in Contract Price and Contract Time.

C. Change procedures.

D. Correlation of Contractor submittals based on changes.

E. Procedures for preparation and submittal of application for final payment.

1.02 RELATED REQUIREMENTS

A. Section 01 2100 - Allowances: Payment procedures relating to allowances.

B. Section 01600 - Product Requirements.

1.03 SCHEDULE OF VALUES

A. Form to be used: AIA G702 - Application and Certificate of Payment, AIA G703 - Continuation Sheet.

B. Forms filled out by hand will not be accepted.

C. Submit Schedule of Values in duplicate within 15 days after date of Owner-Contractor Agreement.

D. Format: Utilize the Table of Contents of this Project Manual. Identify each line item with number and title of the specification Section. Identify site mobilization, bonds and insurance, and General Requirements as separate line items.

E. Include separately from each line item, a direct proportional amount of Contractor's overhead and profit.

F. Revise schedule to list approved Change Orders, with each Application For Payment.

1.04 APPLICATIONS FOR PROGRESS PAYMENTS

A. Payment Period: Submit at intervals stipulated in the Agreement.

B. Form to be used: AIA G702 - Application and Certificate of Payment.

C. Electronic media printout including equivalent information will be considered in lieu of standard form specified; submit sample to Architect for approval.

D. Forms filled out by hand will not be accepted.

E. For each item, provide a column for listing each of the following:
   1. Item Number.
   2. Description of work.
   3. Scheduled Values.
   4. Previous Applications.
   5. Work in Place and Stored Materials under this Application.
   6. Authorized Change Orders.
   7. Total Completed and Stored to Date of Application.
   8. Percentage of Completion.
   9. Balance to Finish.
   10. Retainage.

F. Execute certification by signature of authorized officer.

G. Use data from approved Schedule of Values. Provide dollar value in each column for each line item for portion of work performed and for stored products.

H. Include the following with the application:
   1. Construction progress schedule, revised and current as specified in Section 01 3000.

I. When Architect requires substantiating information, submit data justifying dollar amounts in question. Provide one copy of data with cover letter for each copy of submittal. Show application number and date, and line item by number and description.

1.05 MODIFICATION PROCEDURES

A. For minor changes not involving an adjustment to the Contract Price or Contract Time, Owner will issue instructions directly to Contractor.

B. For other required changes, Owner will issue a document signed by Owner instructing Contractor to proceed with the change, for subsequent inclusion in a Change Order.
   1. The document will describe the required changes and will designate method of determining any change in Contract Price or Contract Time.
   2. Promptly execute the change.
   3. Contractor will not begin work prior to signature and approval of Change Order by Architect, IDOT, and Contractor. If work is done prior to approval of Change Order by all parties, the contractor wil not receive remuneration and may be required to change the project back per the original plans at the behest of the Architect.

C. For changes for which advance pricing is desired, Owner will issue a document that includes a detailed description of a proposed change with supplementary or revised drawings and specifications, a change in Contract Time for executing the change with a stipulation of any overtime work required and the period of time during which the requested price will be considered valid. Contractor shall prepare and submit a fixed price quotation within 14 days.

D. Contractor may propose a change by submitting a request for change to Owner, describing the proposed change and its full effect on the Work, with a statement describing the reason for the change, and the effect on the Contract Price and Contract Time with full documentation and a statement describing the effect on Work by separate or other contractors. Document any requested substitutions in accordance with Section 01 6000.

E. Computation of Change in Contract Amount: As specified in the Agreement and Conditions of the Contract.
   1. For change requested by Architect for work falling under a fixed price contract, the amount will be based on Contractor's price quotation.
   2. For change requested by Contractor, the amount will be based on the Contractor's request for a Change Order as approved by Architect.

F. Substantiation of Costs: Provide full information required for evaluation.
   1. Provide the following data:
      a. Quantities of products, labor, and equipment.
      b. Overhead and profit.
      c. Profit and overhead not to exceed 15 percent total between General Constractor and Sub-Contractor.

G. Execution of Change Orders: Architect will issue Change Orders for signatures of parties as provided in the Conditions of the Contract.

H. After execution of Change Order, promptly revise Schedule of Values and Application for Payment forms to record each authorized Change Order as a separate line item and adjust the Contract Price.

I. Promptly revise progress schedules to reflect any change in Contract Time, revise sub-schedules to adjust times for other items of work affected by the change, and resubmit.

1.06 APPLICATION FOR FINAL PAYMENT

A. Prepare Application for Final Payment as specified for progress payments, identifying total adjusted Contract Price, previous payments, and sum remaining due.

B. Application for Final Payment will not be considered until the following have been accomplished:
   1. All closeout procedures specified in Section 01 7000.
   2. All punch list items have been completed.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 2100
ALLOWANCES

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Inspecting and testing allowances.

1.02 CASH ALLOWANCES

A. Costs Included in Cash Allowances: Cost of product to Contractor or subcontractor, less applicable trade discounts, less cost of delivery to site, less applicable taxes.

1.03 CONTINGENCY ALLOWANCE

A. Funds will be drawn from the Contingency Allowance only by Change Order.

B. At closeout of Contract, funds remaining in Contingency Allowance will be credited to Owner by Change Order.

1.04 INSPECTING AND TESTING ALLOWANCES

1.05 ALLOWANCES SCHEDULE

A. Contingency Allowance: Include the stipulated sum/price of $5000.00 per dome building for the repair and replacement of damaged framing members around entrance door and the underside of dome roof.

B. Framing replacement criteria to be as follows: broken or cracked members, water damaged members, and dry rot. Discolored framing members do not need to be replaced if in the opinion of the contractor that it is sturcturally sound and will not affect the aplication of the coating system.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 3000

ADMINISTRATIVE REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Preconstruction meeting.

B. Site mobilization meeting.

C. Progress meetings.

D. Construction progress schedule.

E. Coordination drawings.

F. Submittals for review, information, and project closeout.

G. Number of copies of submittals.

H. Submittal procedures.

1.02 PROJECT COORDINATION

A. Project Coordinator: Project Manager.

B. Cooperate with the Project Coordinator in allocation of mobilization areas of site; for field offices and sheds, for site access, traffic, and parking facilities.

C. During construction, coordinate use of site and facilities through the Project Coordinator.

D. Comply with Project Coordinator's procedures for intra-project communications; submittals, reports and records, schedules, coordination drawings, and recommendations; and resolution of ambiguities and conflicts.

E. Comply with instructions of the Project Coordinator for use of temporary utilities and construction facilities.

F. Coordinate field engineering and layout work under instructions of the Project Coordinator.

G. Make the following types of submittals to through the Project Coordinator:
   1. Requests for interpretation.
   2. Requests for substitution.
   3. Shop drawings, product data, and samples.
   4. Test and inspection reports.
   5. Design data.
   6. Manufacturer's instructions and field reports.
   7. Applications for payment and change order requests.
   8. Progress schedules.
   9. Coordination drawings.
   10. Closeout submittals.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 PRECONSTRUCTION MEETING

A. will schedule a meeting after .

B. Attendance Required:
   1. Iowa Department of Transportation.
   2. Architect.
   3. Contractor.
   4. All Major Sub-Contractors.

C. Agenda:
   1. Execution of Iowa Department of Transportation-Contractor Agreement.
   2. Submission of executed bonds and insurance certificates.
   3. Distribution of Contract Documents.

4. Submission of list of Subcontractors, list of Products, schedule of values, and progress schedule.
5. Designation of personnel representing the parties to Contract, Owner and Architect.
6. Procedures and processing of field decisions, submittals, substitutions, applications for payments, proposal request, Change Orders, and Contract closeout procedures.
7. Coordinate Commencement of Construction
8. Use of Premises by Owner and Contractor
9. Security and Housekeeping Procedures
10. Procedures for maintaining record documents
11. Scheduling.

D. Record minutes and distribute copies within two days after meeting to participants, with two copies to Architect, Iowa Department of Transportation, participants, and those affected by decisions made.

3.02 SITE MOBILIZATION MEETING

A. Iowa Department of Transportation will schedule meeting at the Project site prior to Contractor occupancy.

B. Attendance Required:
1. Contractor.
2. Iowa Department of Transportation.
3. Architect.
4. Contractor's Superintendent.
5. Major Subcontractors.

C. Agenda:
1. Use of premises by Iowa Department of Transportation and Contractor.
2. Iowa Department of Transportation's requirements and occupancy prior to completion.
3. Construction facilities and controls provided by Iowa Department of Transportation.
4. Temporary utilities provided by Iowa Department of Transportation.
5. Survey and building layout.
6. Security and housekeeping procedures.
7. Schedules.
8. Application for payment procedures.
9. Procedures for maintaining record documents.

D. Record minutes and distribute copies within two days after meeting to participants, with two copies to Architect, Iowa Department of Transportation, participants, and those affected by decisions made.

3.03 PROGRESS MEETINGS

A. Schedule and administer meetings throughout progress of the Work at maximum bi-monthly intervals.

B. Contractor will make arrangements for meetings, prepare agenda with copies for participants, preside at meetings.

C. Attendance Required:
1. Contract.
2. Owner.
3. Architect.
4. Contractor's Job Superintendent.
5. Major Subcontractors.

D. Agenda:
1. Review minutes of previous meetings.
2. Review of Work progress.
3. Field observations, problems, and decisions.
4. Identification of problems that impede, or will impede, planned progress.

5. Review of submittals schedule and status of submittals.
6. Review of off-site fabrication and delivery schedules.
7. Maintenance of progress schedule.
8. Corrective measures to regain projected schedules.
9. Planned progress during succeeding work period.
10. Coordination of projected progress.
11. Maintenance of quality and work standards.
12. Effect of proposed changes on progress schedule and coordination.
13. Other business relating to Work.

E. Record minutes and distribute copies within five days after meeting to participants, with copies to Architect, Iowa Department of Transportation, participants, and those affected by decisions made.

3.04 CONSTRUCTION PROGRESS SCHEDULE

A. If preliminary schedule requires revision after review, submit revised schedule within 10 days.

B. Within 20 days after review of preliminary schedule, submit draft of proposed complete schedule for review.
   1. Include written certification that major contractors have reviewed and accepted proposed schedule.

C. Within 10 days after joint review, submit complete schedule.

D. Submit updated schedule with each Application for Payment.

3.05 COORDINATION DRAWINGS

A. Provide information required by Project Coordinator for preparation of coordination drawings.

B. Review drawings prior to submission to Architect.

3.06 SUBMITTALS FOR REVIEW

A. When the following are specified in individual sections, submit them for review:
   1. Product data.
   2. Shop drawings.
   3. Samples for selection.
   4. Samples for verification.

B. Submit to Architect for review for the limited purpose of checking for conformance with information given and the design concept expressed in the contract documents.

C. Samples will be reviewed only for aesthetic, color, or finish selection.

D. After review, provide copies and distribute in accordance with SUBMITTAL PROCEDURES article below and for record documents purposes described in Section 01 7800 - Closeout Submittals.

3.07 SUBMITTALS FOR INFORMATION

A. When the following are specified in individual sections, submit them for information:
   1. Design data.
   2. Certificates.
   3. Test reports.
   4. Inspection reports.
   5. Manufacturer's instructions.
   6. Other types indicated.

B. Submit for Architect's knowledge as contract administrator or for Iowa Department of Transportation. No action will be taken.

3.08 SUBMITTALS FOR PROJECT CLOSEOUT

A. Submit Correction Punch List for Substantial Completion.

B. Submit Final Correction Punch List for Substantial Completion.

C. When the following are specified in individual sections, submit them at project closeout:
   1. Project record documents.
   2. Operation and maintenance data.
   3. Warranties.
   4. Bonds.
   5. Other types as indicated.

D. Submit for Iowa Department of Transportation's benefit during and after project completion.

3.09 NUMBER OF COPIES OF SUBMITTALS

A. Electronic Documents: Submit one electronic copy in PDF format; an electronically-marked up file will be returned. Create PDFs at native size and right-side up; illegible files will be rejected.

B. Samples: Submit the number specified in individual specification sections; one of which will be retained by Architect.
   1. After review, produce duplicates.
   2. Retained samples will not be returned to Contractor unless specifically so stated.

3.10 SUBMITTAL PROCEDURES

A. Transmit each submittal with a copy of approved submittal form.

B. Sequentially number the transmittal form. Revise submittals with original number and a sequential alphabetic suffix.

C. Identify Project, Contractor, Subcontractor or supplier; pertinent drawing and detail number, and specification section number, as appropriate on each copy.

D. Apply Contractor's stamp, signed or initialed certifying that review, approval, verification of Products required, field dimensions, adjacent construction Work, and coordination of information is in accordance with the requirements of the Work and Contract Documents.

E. Deliver submittals to Owner at in electronic format. Only physical samples to be delivered to Owner's address..

F. Schedule submittals to expedite the Project, and coordinate submission of related items.

G. For each submittal for review, allow 15 days excluding delivery time to and from the Contractor.

H. Identify variations from Contract Documents and Product or system limitations that may be detrimental to successful performance of the completed Work.

I. Provide space for Contractor and Architect review stamps.

J. When revised for resubmission, identify all changes made since previous submission.

K. Distribute reviewed submittals as appropriate. Instruct parties to promptly report any inability to comply with requirements.

L. Submittals not requested will not be recognized or processed.

END OF SECTION

SECTION 01 4000
QUALITY REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Quality control and control of installation.

B. Tolerances

C. References.

D. Manufacturers' field services.

E. Examination.

F. Preparation.

G. References and standards.

H. Submittals.

I. References and standards.

J. Control of installation.

K. Tolerances.

L. Testing and inspection agencies and services.

M. Control of installation.

N. Tolerances.

O. Manufacturers' field services.

P. Defect Assessment.

1.02 QUALITY CONTROL AND CONTROL OF INSTALLATION

A. Monitor quality control over suppliers, manufacturers, products, services, site conditions, and workmanship, to produce Work of specified quality.

B. Comply with manufacturers' instructions, including each step in sequence.

C. When manufacturers' instructions conflict with Contract Documents, request clarification from Architect/Engineer before proceeding.

D. Comply with specified standards as minimum quality for the Work except where more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.

E. Verify field measurements are as indicated on Shop Drawings or as instructed by manufacturer.

F. Secure products in place with positive anchorage devices designed and sized to withstand stresses, vibration, physical distortion, or disfigurement.

1.03 TOLERANCES

A. Monitor fabrication and installation tolerance control of products to produce acceptable Work. Do not permit tolerances to accumulate.

B. Comply with manufacturers' tolerances. When manufacturers' tolerances conflict with Contract Documents, request clarification from Architect/Engineer before proceeding.

C. Adjust products to appropriate dimensions; position before securing products in place.

1.04 RELATED REQUIREMENTS

A. Section 01 2100 - Allowances: Allowance for payment of testing services.

B. Section 01 3000 - Administrative Requirements: Submittal procedures.

C. Section 01 6000 - Product Requirements: Requirements for material and product quality.

1.05 REFERENCE STANDARDS

A. ASTM C1021 - Standard Practice for Laboratories Engaged in Testing of Building Sealants; 2008 (Reapproved 2014).

1.06 REFERENCES

A. For products or workmanship specified by association, trade, or other consensus standards, comply with requirements of standard, except when more rigid requirements are specified or are required by applicable codes.

B. Conform to reference standard by date of issue current on date of Contract Documents, except where specific date is established by code.

C. Obtain copies of standards where required by product specification sections.

D. When specified reference standards conflict with Contract Documents, request clarification from Architect/Engineer before proceeding.

E. Neither contractual relationships, duties, nor responsibilities of parties in Contract nor those of Architect/Engineer shall be altered from Contract Documents by mention or inference otherwise in reference documents.

1.07 MANUFACTURERS' FIELD SERVICES

A. When specified in individual specification sections, require material or product suppliers or manufacturers to provide qualified staff personnel to observe site conditions, conditions of surfaces and installation, quality of workmanship, start-up of equipment, test, adjust and balance of equipment and acceptance as applicable, and to initiate instructions when necessary.

B. Submit qualifications of observer to Architect/Engineer 30 days in advance of required observations. Observer subject to approval of Architect/Engineer.

C. Report observations and site decisions or instructions given to applicators or installers that are supplemental or contrary to manufacturers' written instructions.

D. Refer to Section 01330 - SUBMITTAL PROCEDURES, MANUFACTURERS' FIELD REPORTS article.

1.08 SUBMITTALS

A. See Section 01 3000 - Administrative Requirements, for submittal procedures.

B. Design Data: Submit for Architect's knowledge as contract administrator for the limited purpose of assessing conformance with information given and the design concept expressed in the contract documents, or for Iowa Department of Transportation's information.

C. Certificates: When specified in individual specification sections, submit certification by the manufacturer and Contractor or installation/application subcontractor to Architect, in quantities specified for Product Data.
   1. Indicate material or product conforms to or exceeds specified requirements. Submit supporting reference data, affidavits, and certifications as appropriate.
   2. Certificates may be recent or previous test results on material or product, but must be acceptable to Architect.

D. Manufacturer's Instructions: When specified in individual specification sections, submit printed instructions for delivery, storage, assembly, installation, start-up, adjusting, and finishing, for the Iowa Department of Transportation's information. Indicate special procedures, perimeter conditions requiring special attention, and special environmental criteria required for application or installation.

E. Manufacturer's Field Reports: Submit reports for Architect's benefit as contract administrator or for Iowa Department of Transportation.
   1. Submit report in duplicate within 30 days of observation to Architect for information.
   2. Submit for information for the limited purpose of assessing conformance with information given and the design concept expressed in the contract documents.

F. Erection Drawings: Submit drawings for Architect's benefit as contract administrator or for Iowa Department of Transportation.
   1. Submit for information for the limited purpose of assessing conformance with information given and the design concept expressed in the contract documents.
   2. Data indicating inappropriate or unacceptable Work may be subject to action by Architect or Iowa Department of Transportation.

1.09 REFERENCES AND STANDARDS

A. For products and workmanship specified by reference to a document or documents not included in the Project Manual, also referred to as reference standards, comply with requirements of the standard, except when more rigid requirements are specified or are required by applicable codes.

B. Conform to reference standard of date of issue current on date of Contract Documents, except where a specific date is established by applicable code.

C. Obtain copies of standards where required by product specification sections.

D. Maintain copy at project site during submittals, planning, and progress of the specific work, until Substantial Completion.

E. Should specified reference standards conflict with Contract Documents, request clarification from Architect before proceeding.

F. Neither the contractual relationships, duties, or responsibilities of the parties in Contract nor those of Architect shall be altered from the Contract Documents by mention or inference otherwise in any reference document.

1.10 TESTING AND INSPECTION AGENCIES AND SERVICES

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 EXAMINATION

A. Verify existing site conditions and substrate surfaces are acceptable for subsequent Work. Beginning new Work means acceptance of existing conditions.

B. Verify existing substrate is capable of structural support or attachment of new Work being applied or attached.

C. Examine and verify specific conditions described in individual specification sections.

D. Verify utility services are available, of correct characteristics, and in correct locations.

3.02 PREPARATION

A. Clean substrate surfaces prior to applying next material or substance.

B. Seal cracks or openings of substrate prior to applying next material or substance.

C. Apply manufacturer required or recommended substrate primer, sealer, or conditioner prior to applying new material or substance in contact or bond.

3.03 CONTROL OF INSTALLATION

A. Monitor quality control over suppliers, manufacturers, products, services, site conditions, and workmanship, to produce Work of specified quality.

B. Comply with manufacturers' instructions, including each step in sequence.

C. Should manufacturers' instructions conflict with Contract Documents, request clarification from Architect before proceeding.

D. Comply with specified standards as minimum quality for the Work except where more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.

E. Have Work performed by persons qualified to produce required and specified quality.

F. Verify that field measurements are as indicated on shop drawings or as instructed by the manufacturer.

G. Secure products in place with positive anchorage devices designed and sized to withstand stresses, vibration, physical distortion, and disfigurement.

3.04 TOLERANCES

A. Monitor fabrication and installation tolerance control of products to produce acceptable Work. Do not permit tolerances to accumulate.

B. Comply with manufacturers' tolerances. Should manufacturers' tolerances conflict with Contract Documents, request clarification from Architect before proceeding.

C. Adjust products to appropriate dimensions; position before securing products in place.

3.05 TESTING AND INSPECTION

A. Testing Agency Duties:
   1. Provide qualified personnel at site. Cooperate with Architect and Contractor in performance of services.
   2. Perform specified sampling and testing of products in accordance with specified standards.
   3. Ascertain compliance of materials and mixes with requirements of Contract Documents.
   4. Promptly notify Architect and Contractor of observed irregularities or non-conformance of Work or products.
   5. Perform additional tests and inspections required by Architect.
   6. Submit reports of all tests/inspections specified.

B. Limits on Testing/Inspection Agency Authority:
   1. Agency may not release, revoke, alter, or enlarge on requirements of Contract Documents.
   2. Agency may not approve or accept any portion of the Work.
   3. Agency may not assume any duties of Contractor.
   4. Agency has no authority to stop the Work.

C. Contractor Responsibilities:
   1. Deliver to agency at designated location, adequate samples of materials proposed to be used that require testing, along with proposed mix designs.
   2. Cooperate with laboratory personnel, and provide access to the Work and to manufacturers' facilities.
   3. Provide incidental labor and facilities:
      a. To provide access to Work to be tested/inspected.
      b. To obtain and handle samples at the site or at source of Products to be tested/inspected.
      c. To facilitate tests/inspections.
      d. To provide storage and curing of test samples.
   4. Notify Architect and laboratory 24 hours prior to expected time for operations requiring testing/inspection services.
   5. Employ services of an independent qualified testing laboratory and pay for additional samples, tests, and inspections required by Contractor beyond specified requirements.
   6. Arrange with Iowa Department of Transportation's agency and pay for additional samples, tests, and inspections required by Contractor beyond specified requirements.

D. Re-testing required because of non-conformance to specified requirements shall be performed by the same agency on instructions by Architect.

E. Re-testing required because of non-conformance to specified requirements shall be paid for by Contractor.

3.06 MANUFACTURERS' FIELD SERVICES

A. When specified in individual specification sections, require material or product suppliers or manufacturers to provide qualified staff personnel to observe site conditions, conditions of

surfaces and installation, quality of workmanship, start-up of equipment, test, adjust and balance of equipment as applicable, and to initiate instructions when necessary.

B. Report observations and site decisions or instructions given to applicators or installers that are supplemental or contrary to manufacturers' written instructions.

3.07 DEFECT ASSESSMENT

A. Replace Work or portions of the Work not conforming to specified requirements.

END OF SECTION

SECTION 01 5000

TEMPORARY FACILITIES AND CONTROLS

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Temporary utilities.

B. Temporary sanitary facilities.

C. Temporary Controls: Barriers and enclosures.

D. Vehicular access and parking.

E. Waste removal facilities and services.

1.02 TEMPORARY UTILITIES

A. Iowa Department of Transportation will provide the following:

1. Electrical power and metering, consisting of connection to existing facilities.
2. Water supply, consisting of connection to existing facilities.

B. Use trigger-operated nozzles for water hoses, to avoid waste of water.

1.03 TEMPORARY SANITARY FACILITIES

A. Provide and maintain required facilities and enclosures. Provide at time of project mobilization.

B. Maintain daily in clean and sanitary condition.

1.04 BARRIERS

A. Provide barriers to prevent unauthorized entry to construction areas, to prevent access to areas that could be hazardous to workers or the public, to allow for owner's use of site and to protect existing facilities and adjacent properties from damage from construction operations .

B. Protect non-owned vehicular traffic, stored materials, site, and structures from damage.

1.05 VEHICULAR ACCESS AND PARKING

A. Coordinate access and haul routes with governing authorities and Iowa Department of Transportation.

B. Provide and maintain access to fire hydrants, free of obstructions.

C. Provide means of removing mud from vehicle wheels before entering streets.

D. Provide temporary parking areas to accommodate construction personnel. When site space is not adequate, provide additional off-site parking.

1.06 WASTE REMOVAL

A. Provide waste removal facilities and services as required to maintain the site in clean and orderly condition.

B. Provide containers with lids. Remove trash from site periodically.

C. If materials to be recycled or re-used on the project must be stored on-site, provide suitable non-combustible containers; locate containers holding flammable material outside the structure unless otherwise approved by the authorities having jurisdiction.

D. Open free-fall chutes are not permitted. Terminate closed chutes into appropriate containers with lids.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 6000
PRODUCT REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

A. General product requirements.

B. Transportation, handling, storage and protection.

C. Product option requirements.

D. Substitution limitations and procedures.

1.02 RELATED REQUIREMENTS

A. Section 01 4000 - Quality Requirements: Product quality monitoring.

1.03 SUBMITTALS

A. Product Data Submittals: Submit manufacturer's standard published data. Mark each copy to identify applicable products, models, options, and other data. Supplement manufacturers' standard data to provide information specific to this Project.

B. Shop Drawing Submittals: Prepared specifically for this Project; indicate utility and electrical characteristics, utility connection requirements, and location of utility outlets for service for functional equipment and appliances.

C. Sample Submittals: Illustrate functional and aesthetic characteristics of the product, with integral parts and attachment devices. Coordinate sample submittals for interfacing work.
   1. For selection from standard finishes, submit samples of the full range of the manufacturer's standard colors, textures, and patterns.

PART 2 PRODUCTS

2.01 NEW PRODUCTS

A. Provide new products unless specifically required or permitted by the Contract Documents.

B. DO NOT USE products having any of the following characteristics:
   1. Made using or containing CFC's or HCFC's.
   2. Made of wood from newly cut old growth timber.
   3. Containing lead, cadmium, asbestos.

C. Where all other criteria are met, Contractor shall give preference to products that:
   1. Are extracted, harvested, and/or manufactured closer to the location of the project.
   2. Result in less construction waste.

2.02 PRODUCT OPTIONS

A. Products Specified by Reference Standards or by Description Only: Use any product meeting those standards or description.

B. Products Specified by Naming One or More Manufacturers: Use a product of one of the manufacturers named and meeting specifications, no options or substitutions allowed.

C. Products Specified by Naming One or More Manufacturers with a Provision for Substitutions: Submit a request for substitution for any manufacturer not named.

PART 3 EXECUTION

3.01 SUBSTITUTION PROCEDURES

A. Document each request with complete data substantiating compliance of proposed substitution with Contract Documents.

B. A request for substitution constitutes a representation that the submitter:
   1. Has investigated proposed product and determined that it meets or exceeds the quality level of the specified product.
   2. Agrees to provide the same warranty for the substitution as for the specified product.

3. Agrees to coordinate installation and make changes to other Work that may be required for the Work to be complete with no additional cost to Iowa Department of Transportation.
4. Waives claims for additional costs or time extension that may subsequently become apparent.

3.02 TRANSPORTATION AND HANDLING

A. Package products for shipment in manner to prevent damage; for equipment, package to avoid loss of factory calibration.

B. If special precautions are required, attach instructions prominently and legibly on outside of packaging.

C. Coordinate schedule of product delivery to designated prepared areas in order to minimize site storage time and potential damage to stored materials.

D. Transport and handle products in accordance with manufacturer's instructions.

E. Transport materials in covered trucks to prevent contamination of product and littering of surrounding areas.

F. Promptly inspect shipments to ensure that products comply with requirements, quantities are correct, and products are undamaged.

G. Provide equipment and personnel to handle products by methods to prevent soiling, disfigurement, or damage, and to minimize handling.

H. Arrange for the return of packing materials, such as wood pallets, where economically feasible.

3.03 STORAGE AND PROTECTION

A. Designate receiving/storage areas for incoming products so that they are delivered according to installation schedule and placed convenient to work area in order to minimize waste due to excessive materials handling and misapplication.

B. Store and protect products in accordance with manufacturers' instructions.

C. Store with seals and labels intact and legible.

D. Store sensitive products in weather tight, climate controlled, enclosures in an environment favorable to product.

E. For exterior storage of fabricated products, place on sloped supports above ground.

F. Protect products from damage or deterioration due to construction operations, weather, precipitation, humidity, temperature, sunlight and ultraviolet light, dirt, dust, and other contaminants.

G. Comply with manufacturer's warranty conditions, if any.

H. Cover products subject to deterioration with impervious sheet covering. Provide ventilation to prevent condensation and degradation of products.

I. Prevent contact with material that may cause corrosion, discoloration, or staining.

J. Provide equipment and personnel to store products by methods to prevent soiling, disfigurement, or damage.

K. Arrange storage of products to permit access for inspection. Periodically inspect to verify products are undamaged and are maintained in acceptable condition.

END OF SECTION

SECTION 01 7000
EXECUTION AND CLOSEOUT REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Examination, preparation, and general installation procedures.

B. Pre-installation meetings.

C. Cutting and patching.

D. Cleaning and protection.

E. Closeout procedures, including Contractor's Correction Punch List, except payment procedures.

F. General requirements for maintenance service.

G. Closeout procedures.

H. Final cleaning.

I. Protecting installed construction.

J. Project record documents.

K. Operation and maintenance data.

L. Manual for materials and finishes.

M. Product warranties and product bonds.

1.02 RELATED REQUIREMENTS

A. Section 01 1000 - Summary: Limitations on working in existing building; continued occupancy; work sequence; identification of salvaged and relocated materials.

B. Section 01 3000 - Administrative Requirements: Submittals procedures, Electronic document submittal service.

C. Section 01 4000 - Quality Requirements: Testing and inspection procedures.

D. Section 01 5000 - Temporary Facilities and Controls: Temporary exterior enclosures.

E. Section 01 5100 - Temporary Utilities: Temporary heating, cooling, and ventilating facilities.

F. Section 01 7419 - Construction Waste Management and Disposal: Additional procedures for trash/waste removal, recycling, salvage, and reuse.

1.03 SUBMITTALS

A. See Section 01 3000 - Administrative Requirements, for submittal procedures.

B. Cutting and Patching: Submit written request in advance of cutting or alteration that affects:
   1. Structural integrity of any element of Project.
   2. Visual qualities of sight exposed elements.
   3. Include in request:
      a. Identification of Project.
      b. Location and description of affected work.
      c. Necessity for cutting or alteration.
      d. Description of proposed work and products to be used.
      e. Alternatives to cutting and patching.
      f. Effect on work of Iowa Department of Transportation or separate Contractor.
      g. Written permission of affected separate Contractor.
      h. Date and time work will be executed.

1.04 COORDINATION

A. Coordinate scheduling, submittals, and work of the various sections of the Project Manual to ensure efficient and orderly sequence of installation of interdependent construction elements.

B. Notify affected utility companies and comply with their requirements.

C. Coordinate completion and clean-up of work of separate sections.

D. After Iowa Department of Transportation occupancy of premises, coordinate access to site for correction of defective work and work not in accordance with Contract Documents, to minimize disruption of Iowa Department of Transportation's activities.

1.05 CLOSEOUT PROCEDURES

A. Submit written certification that Contract Documents have been reviewed, Work has been inspected, and that Work is complete in accordance with Contract Documents and ready for Owner's review.

B. Provide submittals to Owner required by authorities having jurisdiction.

C. Submit final Application for Payment identifying total adjusted Contract Sum, previous payments, and sum remaining due.

1.06 FINAL CLEANING

A. Execute final cleaning prior to final project assessment.

B. Clean debris from roofs, gutters, downspouts, and drainage systems.

C. Clean site; sweep paved areas, rake clean landscaped surfaces.

D. Remove waste and surplus materials, rubbish, and construction facilities from site.

1.07 PROTECTING INSTALLED CONSTRUCTION

A. Protect installed Work and provide special protection where specified in individual specification sections.

B. Provide temporary and removable protection for installed products. Control activity in immediate work area to prevent damage.

C. Prohibit traffic or storage upon waterproofed or roofed surfaces. When traffic or activity is necessary, obtain recommendations for protection from waterproofing or roofing material manufacturer.

1.08 PROJECT RECORD DOCUMENTS

A. Maintain on site one set of the following record documents; record actual revisions to the Work:
   1. Drawings.
   2. Specifications.
   3. Addenda.
   4. Change Orders and other modifications to the Contract.
   5. Reviewed Shop Drawings, Product Data, and Samples.
   6. Manufacturer's instruction for assembly, installation, and adjusting.

B. Ensure entries are complete and accurate, enabling future reference by Owner.

C. Store record documents separate from documents used for construction.

D. Record information concurrent with construction progress, not less than weekly.

E. Specifications: Legibly mark and record at each product section description of actual products installed, including the following:
   1. Manufacturer's name and product model and number.
   2. Product substitutions or alternates utilized.
   3. Changes made by Addenda and modifications.

F. Record Drawings and Shop Drawings: Legibly mark each item to record actual construction including:
   1. Measured depths of foundations in relation to finish floor datum.
   2. Measured horizontal and vertical locations of underground utilities and appurtenances, referenced to permanent surface improvements.
   3. Measured locations of internal utilities and appurtenances concealed in construction, referenced to visible and accessible features of the Work.
   4. Field changes of dimension and detail.

5. Details not on original Contract drawings.

G. Submit documents to Architect/Engineer with claim for final Application for Payment.

1.09 OPERATION AND MAINTENANCE DATA

A. Submit data bound in 8-1/2 x 11 inch (A4) text pages, three D side ring binders with durable plastic covers.

B. Prepare binder cover with printed title "OPERATION AND MAINTENANCE INSTRUCTIONS", title of project, and subject matter of binder when multiple binders are required.

C. Internally subdivide binder contents with permanent page dividers, logically organized as described below; with tab titling clearly printed under reinforced laminated plastic tabs.

D. Contents: Prepare Table of Contents for each volume, with each product or system description identified, typed on white paper, in three parts as follows:

1. Part 1: Directory, listing names, addresses, and telephone numbers of Architect/Engineer, Contractor, Subcontractors, and major equipment suppliers.

1.10 PRODUCT WARRANTIES AND PRODUCT BONDS

A. Obtain warranties and bonds executed in duplicate by responsible subcontractors, suppliers, and manufacturers, within ten days after completion of applicable item of work.

B. Execute and assemble transferable warranty documents and bonds from subcontractors, suppliers, and manufacturers.

C. Verify documents are in proper form, contain full information, and are notarized.

D. Co-execute submittals when required.

E. Include Table of Contents and assemble in three D side ring binder with durable plastic cover.

F. Submit prior to final Application for Payment.

PART 2 PRODUCTS - NOT USED

2.01 PATCHING MATERIALS

A. New Materials: As specified in product sections; match existing products and work for patching and extending work.

B. Product Substitution: For any proposed change in materials, submit request for substitution described in Section 01 6000 - Product Requirements.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verify that existing site conditions and substrate surfaces are acceptable for subsequent work. Start of work means acceptance of existing conditions.

B. Verify that existing substrate is capable of structural support or attachment of new work being applied or attached.

C. Examine and verify specific conditions described in individual specification sections.

D. Take field measurements before confirming product orders or beginning fabrication, to minimize waste due to over-ordering or misfabrication.

E. Verify that utility services are available, of the correct characteristics, and in the correct locations.

F. Prior to Cutting: Examine existing conditions prior to commencing work, including elements subject to damage or movement during cutting and patching. After uncovering existing work, assess conditions affecting performance of work. Beginning of cutting or patching means acceptance of existing conditions.

3.02 PREPARATION

A. Clean substrate surfaces prior to applying next material or substance.

B. Seal cracks or openings of substrate prior to applying next material or substance.

C. Apply manufacturer required or recommended substrate primer, sealer, or conditioner prior to applying any new material or substance in contact or bond.

3.03 PREINSTALLATION MEETINGS

A. When required in individual specification sections, convene a preinstallation meeting at the site prior to commencing work of the section.

B. Require attendance of parties directly affecting, or affected by, work of the specific section.

C. Notify Architect four days in advance of meeting date.

D. Prepare agenda and preside at meeting:
   1. Review conditions of examination, preparation and installation procedures.
   2. Review coordination with related work.

E. Record minutes and distribute copies within two days after meeting to participants, with two copies to Architect, Iowa Department of Transportation, participants, and those affected by decisions made.

3.04 GENERAL INSTALLATION REQUIREMENTS

A. Install products as specified in individual sections, in accordance with manufacturer's instructions and recommendations, and so as to avoid waste due to necessity for replacement.

B. Make neat transitions between different surfaces, maintaining texture and appearance.

3.05 CUTTING AND PATCHING

A. Perform whatever cutting and patching is necessary to:
   1. Complete the work.
   2. Fit products together to integrate with other work.
   3. Match work that has been cut to adjacent work.
   4. Repair areas adjacent to cuts to required condition.
   5. Remove and replace defective and non-conforming work.

B. Execute work by methods that avoid damage to other work and that will provide appropriate surfaces to receive patching and finishing.

C. Patching:
   1. Finish patched surfaces to match finish that existed prior to patching. On continuous surfaces, refinish to nearest intersection or natural break. For an assembly, refinish entire unit.
   2. Repair patched surfaces that are damaged, lifted, discolored, or showing other imperfections due to patching work. If defects are due to condition of substrate, repair substrate prior to repairing finish.

3.06 PROGRESS CLEANING

A. Maintain areas free of waste materials, debris, and rubbish. Maintain site in a clean and orderly condition.

B. Collect and remove waste materials, debris, and trash/rubbish from site periodically and dispose off-site; do not burn or bury.

3.07 PROTECTION OF INSTALLED WORK

A. Protect installed work from damage by construction operations.

B. Provide special protection where specified in individual specification sections.

C. Provide temporary and removable protection for installed products. Control activity in immediate work area to prevent damage.

D. Provide protective coverings at walls, projections, jambs, sills, and soffits of openings.

E. Prohibit traffic or storage upon waterproofed or roofed surfaces. If traffic or activity is necessary, obtain recommendations for protection from waterproofing or roofing material manufacturer.

F. Remove protective coverings when no longer needed; reuse or recycle plastic coverings if possible.

3.08 FINAL CLEANING

A. Use cleaning materials that are nonhazardous.

B. Clean site; sweep paved areas, rake clean landscaped surfaces.

C. Remove waste, surplus materials, trash/rubbish, and construction facilities from the site; dispose of in legal manner; do not burn or bury.

3.09 CLOSEOUT PROCEDURES

A. Make submittals that are required by governing or other authorities.
   1. Provide copies to Architect and Iowa Department of Transportation.

B. Accompany Project Coordinator on preliminary inspection to determine items to be listed for completion or correction in the Contractor's Correction Punch List for Contractor's Notice of Substantial Completion.

C. Notify Owner when work is considered ready for Substantial Completion.

D. Conduct Substantial Completion inspection and create Final Correction Punch List containing Architect's and Contractor's comprehensive list of items identified to be completed or corrected and submit to Architect.

E. Correct items of work listed in Final Correction Punch List and comply with requirements for access to Iowa Department of Transportation-occupied areas.

F. Notify Owner's when work is considered finally complete.

G. Complete items of work determined by Owner's final inspection.

3.10 MAINTENANCE

A. Maintenance Period: As indicated in specification sections or, if not indicated, not less than one year from the Date of Substantial Completion or the length of the specified warranty, whichever is longer.

END OF SECTION

SECTION 9 00163

PRE-BID SUBSTITUTIONS

PART 1 GENERAL

1.01 DOCUMENT INCLUDES

A. Pre-Bid Substitutions

B. Sample Form: Request For Substitution
   1. Contractor shall make copies as needed.
   2. Use one form for each Specified Item.

1.02 BIDDER'S OPTIONS

A. For products specified by reference standard only, select product meeting that standard, by any manufacturer.

B. For products specified by naming several products or manufacturers, select one of the products and manufacturers named which complies with the technical Specifications. No substitutions will be allowed.

C. For products specified by naming several products or manufacturers and stating “or equivalent”, or “equal”, or “Architect approved equivalent”, or similar wording, submit a Request For Substitution for any product or manufacturer which is not specifically named. Architect and/or Engineer will review and consider for approval. If not approved prior to bidding, product is not allowed for use in the project.

D. For products specified by naming only one product/manufacturer, there is no option and no substitution will be allowed.

1.03 SUBSTITUTIONS

A. Prepare Base Bid in accordance with requirements of the Bidding Documents.
   1. Substitutions for products may be made during the bidding period by submitting completed Request For Substitution form and providing substantiating product information. Request For Substitution form must be received by the Office of Purchasing a minimum of seven (7) calendar days prior to the Bid Date.
   2. The Iowa DOT will consider substitution requests for approval provided they meet the submittal requirements and product information is complete and accurate.
   3. The Office of Purchasing will notify Bidders of approved product substitutions in an addendum.

B. Submit separate request for each item. Provide the following with each request:
   1. Complete data substantiating compliance of proposed substitution with requirements stated in Bidding Documents:
      a. Product identification, including manufacturers name and address.
      b. Manufacturer's literature, identifying:
         1) Product description and model number.
         2) Reference standards.
         3) Performance and test data.
         4) Samples, as applicable.
      c. Name and address of projects on which product has been used and date of each installation.
   2. Itemized comparison of the proposed substitution with product specified, listing significant variations.
   3. Advise of any change in construction schedule resulting from use of proposed substitution.
   4. All effects of substitution on separate contracts.
   5. List of changes required in other work or products.
   6. Designation of responsibility for cost of required license fees or royalties.
      a. Description of availability of maintenance services and sources of replacement materials and parts.

C. Substitutions will not be considered for acceptance when:
   1. Acceptance will require substantial revision of Contract Documents.
   2. In the judgment of the Iowa DOT, the submittal does not include adequate information for a comprehensive evaluation.

1.04 BIDDER'S REPRESENTATION

A. In making formal request for substitution the bidder represents that:
   1. The bidder has investigated proposed product and has determined that it is equivalent to or superior in all respects to that specified.
   2. The bidder will provide the same warranties or bonds for substitution as for the product specified.
   3. The bidder will coordinate installation of the accepted substitution into the Work, and will make such changes as may be required for the Work to be completed in all respects.
   4. The bidder waives claims for additional costs caused by substitution which may subsequently become apparent.

1.05 OWNER'S ACTION

A. Review requests for substitution. Substitution requests that are either approved or not approved will not be returned to person submitting request.

B. Issue an addendum to identify accepted substitutions.

C. Only those substitutions noted as approved in an addendum may be included in the Bid.

1.06 SUBSTITUTION REQUEST FORM

A. See Request for Substitution form at the end of this Section.

B. Substitutions will be considered only when the Request for Substitution form is completed and submitted with product information requested.

SECTION 9 01119

CONTRACT CONSIDERATIONS

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Schedule of values.

B. Applications for Payment.

C. Change procedures.

1.02 RELATED SECTIONS

A. General Conditions and Supplementary General Conditions.

B. Section 01600 - Material and Equipment: Product substitutions and options.

1.03 SCHEDULE OF VALUES

A. Submit a printed schedule on the form used for Application for Payment.

B. Submit Schedule of Values within 15 days after date established in Notice to Proceed.

C. Format: Utilize the Table of Contents of this Project Manual. Identify each line item with number and title of the major specification Section. Identify site mobilization, bonds and insurance and general requirements as separate line items.

D. Provide separate labor and material components of each item scheduled.

E. Include within each line item, a direct proportional amount of Contractor's overhead and profit.

F. Revise schedule to incorporate approved Change Requests, with each Application For Payment.

1.04 APPLICATIONS FOR PAYMENT

A. Submit three notarized copies of each application on Owner furnished form - Application for Payment.

B. Content and Format: Utilize Schedule of Values for listing items in Application for Payment.

C. Payment Period: As agreed with Owner, but not more than once per month.

D. Stored Materials: Owner will pay for materials suitably stored off-site when the following items are submitted with the Application for Pay:
   1. Name and location of storage.
   2. Property insurance certificate for full value of stored materials.
   3. Letter from Contractor stating transfer of ownership of materials upon payment by Owner.

1.05 CHANGE PROCEDURES

A. The Owner will advise of minor changes in the Work not involving an adjustment to Contract Sum or Contract Time as authorized by AIA A201, 1997 Edition, Paragraph 7.4 by issuing supplemental instructions.

B. The Owner may issue a Proposal Request which includes a detailed description of a proposed change with supplementary or revised Drawings and specifications. Contractor will prepare and submit a detailed cost proposal and corresponding change in Contract Time within 14 days.

C. The Contractor may propose changes by submitting a request for change to the Owner, describing the proposed change and its full effect on the Work. Include a statement describing the reason for the change, and the effect on the Contract Sum and Contract Time with full documentation and a statement describing the effect on Work by separate or other contractors, if applicable. Document any requested substitutions in accordance with Section 01600.

D. Stipulated Sum Change Order: Based on Proposal Request and Contractor's fixed price quotation or Contractor's request for a Change Order as approved by Architect.

E. Construction Change Directive: Owner may issue a directive, on AIA Form G713 Construction Change Directive signed by the Owner, instructing the Contractor to proceed with a change in

the Work, for subsequent inclusion in a Change Order. Document will describe changes in the Work, and designate method of determining any change in Contract Sum and Contract Time. Promptly execute the change. See General Conditions, Paragraph 7.3 Construction Change Directives.

F. Time and Material Change Order: Submit itemized account and supporting data after completion of change. Submit periodic reports on status of change and costs as requested by Architect. Architect will review the change allowable to Contract Sum and Contract Time as provided in the Contract Documents and make recommendation to the Owner.

G. Maintain detailed records of work done on Time and Material basis. Provide full information required for evaluation of proposed changes, and to substantiate costs for changes in the Work.

H. Change Order Forms: Owner Change Order form.

I. Execution of Change Orders: Owner will issue Change Orders for signatures of parties as provided in the Conditions of the Contract.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 9 01330

SUBMITTAL PROCEDURES

PART 1GENERAL

1.01 SECTION INCLUDES

A. Submittal procedures.

B. Construction progress schedules.

C. Proposed products list.

D. Manufacturer's instructions.

1.02 SUBMITTAL PROCEDURES

A. Transmit each submittal with AIA Form G810.

B. Sequentially number transmittal forms. Mark revised submittals with original number and sequential alphabetic suffix.

C. Identify Project, Contractor, subcontractor and supplier; pertinent drawing and detail number, and specification section number, appropriate to submittal.

D. Apply Contractor's stamp, signed or initialed certifying that review, approval, verification of products required, field dimensions, adjacent construction Work, and coordination of information is in accordance with requirements of the Work and Contract Documents.

E. Schedule submittals to expedite Project, and deliver to Architect/Engineer at business address. Coordinate submission of related items.

F. For each submittal for review, allow 15 business days excluding delivery time to and from Contractor.

G. Identify variations from Contract Documents and product or system limitations that may be detrimental to successful performance of completed Work.

H. Allow space on submittals for Contractor and Architect/Engineer review stamps.

I. When revised for resubmission, identify changes made since previous submission.

J. Distribute copies of reviewed submittals as appropriate. Instruct parties to promptly report inability to comply with requirements.

K. Submittals not requested will not be recognized or processed.

1.03 CONSTRUCTION PROGRESS SCHEDULES

A. Submit initial schedules within 10 days after date established in Notice to Proceed. After review, resubmit required revised data within ten days.

B. Submit revised Progress Schedules with each Application for Payment.

C. Distribute copies of reviewed schedules to Project site file, subcontractors, suppliers, and other concerned parties.

D. Instruct recipients to promptly report, in writing, problems anticipated by projections indicated in schedules.

E. Show complete sequence of construction by activity, identifying Work of separate stages and other logically grouped activities. Indicate early and late start, early and late finish, float dates, and duration.

F. Indicate estimated percentage of completion for each item of Work at each submission.

G. Submit separate schedule of submittal dates for shop drawings, product data, and samples, including Owner furnished products, and dates reviewed submittals will be required from Architect/Engineer. Indicate decision dates for selection of finishes.

H. Indicate delivery dates for Owner furnished products

I. Revisions To Schedules:

1. Indicate progress of each activity to date of submittal, and projected completion date of each activity.
2. Identify activities modified since previous submittal, major changes in scope, and other identifiable changes.
3. Prepare narrative report to define problem areas, anticipated delays, and impact on Schedule. Report corrective action taken, or proposed, and its effect including effect of changes on schedules of separate contractors.

1.04 PROPOSED PRODUCTS LIST

A. Within 15 days after date of Notice to Proceed, submit list of major products proposed for use, with name of manufacturer, trade name, and model number of each product.

B. For products specified only by reference standards, give manufacturer, trade name, model or catalog designation, and reference standards.

1.05 MANUFACTURER'S INSTRUCTIONS

A. When specified in individual specification sections, submit printed instructions for delivery, storage, assembly, installation, start-up, adjusting, and finishing, to Architect/Engineer for delivery to Owner in quantities specified for Product Data.

B. Indicate special procedures, perimeter conditions requiring special attention, and special environmental criteria required for application or installation.

END OF SECTION

SECTION 06 1000
ROUGH CARPENTRY

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Structural dimension lumber framing.

B. Rough opening framing for doors, windows, and roof openings.

C. Sheathing.

D. Preservative treated wood materials.

E. Miscellaneous framing and sheathing.

F. Wall sheathing with factory applied water-resistive and air barrier sheet.

1.02 REFERENCE STANDARDS

A. AFPA (WFCM) - Wood Frame Construction Manual for One- and Two-Family Dwellings; American Forest and Paper Association; 2012.

B. ASTM A153/A153M - Standard Specification for Zinc Coating (Hot-Dip) on Iron and Steel Hardware; 2009.

C. AWPA U1 - Use Category System: User Specification for Treated Wood; American Wood Protection Association; 2012.

D. PS 1 - Structural Plywood; 2009.

E. PS 20 - American Softwood Lumber Standard; National Institute of Standards and Technology, Department of Commerce; 2010.

1.03 SUBMITTALS

A. See Section 01 3000 - Administrative Requirements, for submittal procedures.

B. Product Data: Provide technical data on wood preservative materials and application instructions.

C. Warranty: Submit manufacturer warranty and ensure that forms have been completed in Iowa Department of Transportation's name and registered with manufacturer.

1.04 DELIVERY, STORAGE, AND HANDLING

A. General: Cover wood products to protect against moisture. Support stacked products to prevent deformation and to allow air circulation.

1.05 WARRANTY

A. Correct defective Work within a one year period after Date of Substantial Completion.

PART 2 PRODUCTS

2.01 GENERAL REQUIREMENTS

A. Dimension Lumber: Comply with PS 20 and requirements of specified grading agencies.
   1. If no species is specified, provide any species graded by the agency specified; if no grading agency is specified, provide lumber graded by any grading agency meeting the specified requirements.
   2. Grading Agency: Any grading agency whose rules are approved by the Board of Review, American Lumber Standard Committee (www.alsc.org) and who provides grading service for the species and grade specified; provide lumber stamped with grade mark unless otherwise indicated.

B. Lumber fabricated from old growth timber is not permitted.

C. Provide sustainably harvested wood; see Section 01 6000 - Product Requirements for requirements.

2.02 DIMENSION LUMBER

A. Sizes: Nominal sizes as indicated on drawings, S4S.

B. Moisture Content: S-dry or MC19.

C. Stud Framing (2 by 2 through 2 by 6):
   1. Grade: No. 2.

2.03 CONSTRUCTION PANELS

A. Wall Sheathing: Plywood, PS 1, Grade C-D, Exposure I.

2.04 ACCESSORIES

A. Fasteners and Anchors:
   1. Metal and Finish: Hot-dipped galvanized steel per ASTM A 153/A 153M for high humidity and preservative-treated wood locations, unfinished steel elsewhere.

2.05 FACTORY WOOD TREATMENT

A. Treated Lumber and Plywood: Comply with requirements of AWPA U1 - Use Category System for wood treatments determined by use categories, expected service conditions, and specific applications.
   1. Preservative-Treated Wood: Provide lumber and plywood marked or stamped by an ALSC-accredited testing agency, certifying level and type of treatment in accordance with AWPA standards.

B. Preservative Treatment:
   1. Preservative Pressure Treatment of Lumber Above Grade: AWPA U1, Use Category UC3B, Commodity Specification A using waterborne preservative to 0.25 lb/cu ft retention.
      a. Kiln dry lumber after treatment to maximum moisture content of 19 percent.
      b. Treat lumber exposed to weather.
      c. Treat lumber in contact with roofing or flashing.

PART 3 EXECUTION

3.01 INSTALLATION - GENERAL

A. Select material sizes to minimize waste.

B. Reuse scrap to the greatest extent possible; clearly separate scrap for use on site as accessory components, including: shims, bracing, and blocking.

C. Where treated wood is used on interior, provide temporary ventilation during and immediately after installation sufficient to remove indoor air contaminants.

3.02 FRAMING INSTALLATION

A. Set structural members level, plumb, and true to line. Discard pieces with defects that would lower required strength or result in unacceptable appearance of exposed members.

B. Make provisions for temporary construction loads, and provide temporary bracing sufficient to maintain structure in true alignment and safe condition until completion of erection and installation of permanent bracing.

C. Install structural members full length without splices unless otherwise specifically detailed.

D. Comply with member sizes, spacing, and configurations indicated, and fastener size and spacing indicated, but not less than required by applicable codes and AFPA Wood Frame Construction Manual.

E. Construct double joist headers at floor and ceiling openings and under wall stud partitions that are parallel to floor joists; use metal joist hangers unless otherwise detailed.

F. Frame wall openings with two or more studs at each jamb; support headers on cripple studs.

3.03 BLOCKING, NAILERS, AND SUPPORTS

A. Provide framing and blocking members as indicated or as required to support finishes, fixtures, specialty items, and trim.

3.04 INSTALLATION OF CONSTRUCTION PANELS

A. Wall Sheathing: Secure with long dimension perpendicular to wall studs, with ends over firm bearing and staggered, using nails, screws, or staples.

3.05 TOLERANCES

A. Framing Members: 1/4 inch from true position, maximum.

3.06 CLEANING

A. Waste Disposal: Comply with the requirements of Section 01 7419 - Construction Waste Management and Disposal.
   1. Comply with applicable regulations.
   2. Do not burn scrap on project site.
   3. Do not burn scraps that have been pressure treated.
   4. Do not send materials treated with pentachlorophenol, CCA, or ACA to co-generation facilities or “waste-to-energy” facilities.

B. Do not leave any wood, shavings, sawdust, etc. on the ground or buried in fill.

C. Prevent sawdust and wood shavings from entering the storm drainage system.

END OF SECTION

SECTION 06 2000
FINISH CARPENTRY

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Finish carpentry items.

B. Hardware and attachment accessories.

1.02 RELATED REQUIREMENTS

A. Section 06 1000 - Rough Carpentry: Support framing, grounds, and concealed blocking.

1.03 SUBMITTALS

A. See Section 01 3000 - Administrative Requirements for submittal procedures.

B. Product Data:
   1. Provide instructions for attachment hardware, finish hardware, and colors.

C. Shop Drawings: Indicate materials, component profiles, fastening methods, jointing details, accessories, to a minimum scale of 1-1/2 inch to 1 ft.

D. Samples: Submit two samples of casework manufacturer's product brochures, plastic laminates, paint colors, hardware items, casing and base trim, ceiling panels and window treatment colors, finish plywood, illustrating wood grain and specified finish.

E. Coordinate work with mechanical rough-in, electrical rough-in, installation of associated and adjacent components, and substrate

1.04 DELIVERY, STORAGE, AND HANDLING

A. Protect work from moisture damage.

PART 2 PRODUCTS - NOT USED

2.01 FINISH CARPENTRY ITEMS

A. Quality Grade: Unless otherwise indicated provide products of quality specified by AWI/AWMAC/WI (AWS) for Economy Grade.

B. Exterior Woodwork Items:
   1. Soffits and Fascias: Prepare for paint finish.
   2. Enclosing Soffit Spaces: As detailed.

2.02 WOOD-BASED COMPONENTS

A. Wood fabricated from old growth timber is not permitted.

B. Provide sustainably harvested wood, certified or labeled as specified in Section 01 6000.

C. Wood fabricated from timber recovered from riverbeds or otherwise abandoned is permitted, unless otherwise noted, provided it is clean and free of contamination; identify source; provide lumber re-graded by an inspection service accredited by the American Lumber Standard Committee, Inc.

2.03 FASTENINGS

A. Concealed Joint Fasteners: Threaded steel.

2.04 ACCESSORIES

A. Wood Filler: Solvent base, tinted to match surface finish color.

2.05 FABRICATION

A. Shop assemble work for delivery to site, permitting passage through building openings.

B. When necessary to cut and fit on site, provide materials with ample allowance for cutting. Provide trim for scribing and site cutting.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verify adequacy of backing and support framing.

B. Verify mechanical, electrical, and building items affecting work of this section are placed and ready to receive this work.

3.02 INSTALLATION

A. Install work in accordance with AWI/AWMAC/WI (AWS) requirements for grade indicated.

B. Set and secure materials and components in place, plumb and level.

C. Carefully scribe work abutting other components, with maximum gaps of 1/32 inch. Do not use additional overlay trim to conceal larger gaps.

D. Install components with nails, screws, and bolts as appropriate, using care to avoid damage to surfaces or fasteners. Install adhesive-mounted components with correct adhesive, gun-applied or trowel-applied as appropriate, using care to produce a smooth surface. Remove excess adhesive from adjacent surfaces.

E. Install rubber door silencers after completion of painting.

F. Install hardware supplied by Section 06410 .

3.03 PREPARATION FOR SITE FINISHING

A. Set exposed fasteners. Apply wood filler in exposed fastener indentations. Sand work smooth.

B. Thoroughly clean finish surfaces at closeout.

C. Adjust and lubricate all moving parts for perfect operation.

D. Install hardware specified in Section 06410.

E. Install rubber door silencers after completion of painting.

3.04 TOLERANCES

A. Maximum Variation from True Position: 1/16 inch.

B. Maximum Offset from True Alignment with Abutting Materials: 1/32 inch.

3.05 SCHEDULE

A. Exterior:
   1. Enclosing Soffit Spaces: As detailed.
   2. Soffits and Fascias: Prepare for paint finish.

END OF SECTION

SECTION 07 4633

PLASTIC SIDING

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Vinyl siding and trim.

B. Vinyl soffit and trim.

1.02 RELATED REQUIREMENTS

A. Section 06 1000 - Rough Carpentry: Siding substrate.

1.03 REFERENCE STANDARDS

A. ASTM D3679 - Standard Specification for Rigid Poly(Vinyl Chloride) (PVC) Siding; 2013.

B. ASTM D4477 - Standard Specification for Rigid (Unplasticized) Poly(Vinyl Chloride) (PVC) Soffit; 2009.

PART 2 PRODUCTS

2.01 MANUFACTURERS

A. Alside, Inc: www.alside.com.

B. CertainTeed Corporation: www.certainteed.com.

C. Substitutions: See Section 01 6000 - Product Requirements.

2.02 MATERIALS

A. General Requirements:
   1. Siding: Comply with ASTM D3679.
   2. Soffit: Comply with ASTM D4477.

B. Horizontal Vinyl Siding :
   1. Profile: Clapboard, Double 5-Inch; 5 inches wide; 10 inch exposure.
   2. Thickness: 0.042 inch, minimum.
   3. Length: 12 feet, minimum.
   4. Nailing Hem: Single layer, with 1-1/8 inch long nail holes at maximum 18 inches on center.
   5. Finish: Smooth.
   6. Color: White.

C. Vinyl Soffit :
   1. Thickness: 0.042 inch, minimum.
   2. Length: 12 feet, minimum; where available, provide up to 12 foot by 12 foot panels.
   3. Nailing Hem: Single layer, with 1-1/8 inch long nail holes at maximum 18 inches on center.
   4. Finish: Smooth.
   5. Color: Match siding.

D. Accessories: Provide coordinating accessories made of same material as required for complete and proper installation whether or not specifically shown on the drawings.
   1. Color: Match adjacent siding or soffit panels.

E. Fasteners: Aluminum nails, alloy 5056 or 6110, with minimum tensile strength of 63,000 pounds per square inch; length as required to penetrate framing at least 3/4 inch.

PART 3 EXECUTION

3.01 EXAMINATION

A. Examine substrate conditions before beginning installation; verify dimensions and acceptability of substrate.

B. Do not proceed with installation until unacceptable conditions have been corrected.

C. If substrate preparation is the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding.

3.02 INSTALLATION

A. Install siding, soffit, and trim in accordance with manufacturer's printed installation instructions.

B. Attach securely to framing, not sheathing, with horizontal components true to level and vertical components true to plumb, providing a weather resistant installation.

C. Clean dirt from surface of installed products, using mild soap and water.

3.03 PROTECTION

A. Protect installed products until completion of project.

B. Touch-up, repair or replace damaged products before Date of Substantial Completion.

END OF SECTION

SECTION 07 5700
COATED FOAMED ROOFING

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Foamed-in-place insulation.

B. Protective overcoat.

1.02 REFERENCE STANDARDS

A. ASTM C177 - Standard Test Method for Steady-State Heat Flux Measurements and Thermal Transmission Properties by Means of the Guarded-Hot-Plate Apparatus; 2013.

B. ASTM C273/C273M - Standard Test Method for Shear Properties of Sandwich Core Materials; 2011.

C. ASTM D412 - Standard Test Methods for Vulcanized Rubber and Thermoplastic Elastomers--Tension; 2006a (Reapproved 2013).

D. ASTM D1621 - Standard Test Method for Compressive Properties Of Rigid Cellular Plastics; 2010.

E. ASTM D1622/D1622M - Standard Test Method for Apparent Density of Rigid Cellular Plastics; 2014.

F. ASTM D1623 - Standard Test Method for Tensile And Tensile Adhesion Properties of Rigid Cellular Plastics; 2009.

G. ASTM D2126 - Standard Test Method for Response of Rigid Cellular Plastics to Thermal and Humid Aging; 2009.

1.03 SUBMITTALS

A. See Section 01 3000 - Administrative Requirements, for submittal procedures.

B. Product Data: Provide data on foam insulation and overcoat, physical and chemical properties, preparation of substrate required, product limitations, and cautionary requirements.

C. Manufacturer's Instructions: Indicate installation requirements and procedures.

D. Warranty: Submit manufacturer warranty and ensure that forms have been completed in Iowa Department of Transportation's name and registered with manufacturer.

1.04 QUALITY ASSURANCE

A. Manufacturer Qualifications: Company specializing in manufacturing products specified in this section, with not less than three years of documented experience.

B. Installer Qualifications: Company specializing in performing the work of this section with minimum three years documented experience, and approved by manufacturer.

1.05 DELIVERY, STORAGE, AND HANDLING

A. Protect stored products from ambient temperatures below 75 degrees F.

1.06 FIELD CONDITIONS

A. Do not install foam insulation under the following conditions:
   1. When ambient temperature is below 50 degrees F or above 110 degrees F.
   2. When relative humidity is above 80 percent.
   3. When wind velocity is above 10 mph.

B. Do not install overcoat under the following conditions:
   1. When ambient temperature is below 50 degrees F.
   2. When wind velocity is above 10 mph.
   3. During precipitation.

PART 2 PRODUCTS

2.01 MANUFACTURERS

A. Coated Foamed Roofing:
   1. Neogard Division of Jones-Blair Company; Neogard Permathane Aliphatic: www.neogard.com.
   2. Greenshield Products; Aromatic Urethane Coating System.
   3. Substitutions: See Section 01 6000 - Product Requirements.

2.02 FOAM INSULATION MATERIALS

A. Foam Insulation: Polyurethane type, as follows:
   1. Thermal Conductivity: When tested in accordance with ASTM C177:
   2. Compressive Strength: ASTM D1621; 40 psi.
   3. Tensile Strength: ASTM D1623, 60 psi.
   4. Shear Strength: ASTM C273/C273M, 35 psi.
   5. Dimensional Stability: Maximum 15 percent volume change, when tested in accordance with ASTM D2126 for 28 days at 150 deg F and 100 percent relative humidity.
   6. Density: ASTM D1622/D1622M; 2.5 lb/cu ft.

2.03 OVERCOAT MATERIALS

A. Overcoat: Polyurethane base and cover coats, white color.
   1. Tensile Strength (ASTM D412): 643 psi.
   2. Elongation (ASTM D412): 620%.

2.04 ACCESSORIES

A. Cant: Spray applied foam insulation, filleted to interruptions and penetrations through roof surface.

B. Sealant: Type required or recommended by roofing manufacturer.

PART 3 EXECUTION

3.01 EXAMINATION

A. Schedule work after all penetrations through roof are complete and perimeter conditions are ready to receive roof system.

B. Verify that deck surface is smooth and dry and deck joints do not exceed 1/16 inch.

3.02 PREPARATION - TO EXISTING ROOF SYSTEM

A. Prepare existing roofing surface by power washing dust and debris.

B. Mask off adjacent surfaces that are not scheduled to receive foam.

3.03 INSULATION INSTALLATION

A. Apply primer and foam insulation in accordance with manufacturer's instructions.

B. Place insulation to 1 inch thickness minimum or to thickness recommended by Urethane Coated Roofing System Manufacturer; plus 1/4 inch, minus zero.

C. Apply foam to permit first coat of overcoat application on same day. If this time limit is exceeded, prepare foam skin surface in accordance with manufacturer's instructions.

D. Fully Encapsulate existing roof vents with insulation to obtain water tight end product.

3.04 FLASHINGS AND ACCESSORIES

A. Coordinate installation of control joints.

B. Seal flashings and flanges of items penetrating membrane.

3.05 OVERCOAT INSTALLATION

A. Install urethane two or three part overcoating with top coat per Urethane Coated Roofing System Manufacturer's recommendations to a minimum thickness of 36 dry mils.

B. Prepare and seal penetrations through roof with sealant.

C. Apply overcoat in a two or three coat urethane coating system as required by manufacturer to a total dry film thickness of 36 mils minimum.

D. Extend overcoat to cover foam insulation on dome roof and over the precast concrete walls so the dome building has the same color and appearance throughout.

3.06 FIELD QUALITY CONTROL

A. Testing will include verification of insulation properties, thickness, coverage of overcoat, number of coats, and color.

3.07 CLEANING

A. Remove excess insulation or overcoat from finished surfaces.

B. In areas where finished surfaces are soiled by work of this section, consult manufacturer of surfaces for cleaning advice and conform to their documented instructions.

C. Repair or replace defaced or disfigured finishes caused by work of this section.

3.08 PROTECTION

A. Ensure roof surface is free of traffic for minimum three days after overcoat application.

END OF SECTION

SECTION 07 9005
JOINT SEALERS

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Sealants and joint backing.

1.02 SUBMITTALS

A. See Section 01 3000 - Administrative Requirements, for submittal procedures.

B. Product Data: Provide data indicating sealant chemical characteristics.

1.03 QUALITY ASSURANCE

A. Manufacturer Qualifications: Company specializing in manufacturing the Products specified in this section with minimum three years documented experience.

B. Applicator Qualifications: Company specializing in performing the work of this section with minimum three years documented experience and approved by manufacturer.

1.04 FIELD CONDITIONS

A. Maintain temperature and humidity recommended by the sealant manufacturer during and after installation.

PART 2 PRODUCTS

2.01 SEALANTS

A. Sealants and Primers - General: Provide only products having lower volatile organic compound (VOC) content than required by South Coast Air Quality Management District Rule No.1168.

B. Type 1 - General Purpose Exterior Sealant: Polyurethane; ASTM C920, Grade NS, Class 25 minimum; Uses M, G, and A; single component.

1. Color: Match adjacent finished surfaces.
2. Polyurethane Products:
   a. Pecora Corporation; DynaTrol I-XL General Purpose One Part Polyurethane Sealant: www.pecora.com.
   b. Sika Corporation; Sikaflex-1a: www.usa-sika.com.
   c. Substitutions: See Section 01 6000 - Product Requirements.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verify that substrate surfaces are ready to receive work.

B. Verify that joint backing and release tapes are compatible with sealant.

3.02 PREPARATION

A. Remove loose materials and foreign matter that could impair adhesion of sealant.

B. Clean and prime joints in accordance with manufacturer's instructions.

C. Perform preparation in accordance with manufacturer's instructions and ASTM C1193.

D. Protect elements surrounding the work of this section from damage or disfigurement.

3.03 INSTALLATION

A. Perform work in accordance with sealant manufacturer's requirements for preparation of surfaces and material installation instructions.

B. Perform installation in accordance with ASTM C1193.

C. Install bond breaker where joint backing is not used.

D. Install sealant free of air pockets, foreign embedded matter, ridges, and sags.

E. Apply sealant within recommended application temperature ranges. Consult manufacturer when sealant cannot be applied within these temperature ranges.

F. Tool joints concave.

3.04 CLEANING

A. Clean adjacent soiled surfaces.

3.05 PROTECTION

A. Protect sealants until cured.

END OF SECTION

SECTION 09 9113
EXTERIOR PAINTING

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Surface preparation.

B. Field application of paints.

C. Scope: Finish exterior surfaces exposed to view, unless fully factory-finished and unless otherwise indicated.

D. Do Not Paint or Finish the Following Items:
   1. Items factory-finished unless otherwise indicated; materials and products having factory-applied primers are not considered factory finished.
   2. Items indicated to receive other finishes.
   3. Items indicated to remain unfinished.

1.02 DEFINITIONS

A. Conform to ASTM D16 for interpretation of terms used in this section.

1.03 REFERENCE STANDARDS

A. 40 CFR 59, Subpart D - National Volatile Organic Compound Emission Standards for Architectural Coatings; U.S. Environmental Protection Agency; current edition.

B. ASTM D16 - Standard Terminology for Paint, Related Coatings, Materials, and Applications; 2014.

C. ASTM D4442 - Standard Test Methods for Direct Moisture Content Measurement of Wood and Wood-Base Materials; 2007.

D. MPI (APSM) - Master Painters Institute Architectural Painting Specification Manual; current edition, www.paintinfo.com.

E. SCAQMD 1113 - South Coast Air Quality Management District Rule No.1113; current edition; www.aqmd.gov.

1.04 SUBMITTALS

A. See Section 01 3000 - Administrative Requirements, for submittal procedures.

B. Product Data: Provide complete list of products to be used, with the following information for each:
   1. Manufacturer's name, product name and/or catalog number, and general product category (e.g. "alkyd enamel").
   2. MPI product number (e.g. MPI #47).
   3. Cross-reference to specified paint system(s) product is to be used in; include description of each system.

1.05 QUALITY ASSURANCE

A. Manufacturer Qualifications: Company specializing in manufacturing the products specified, with minimum three years documented experience.

1.06 DELIVERY, STORAGE, AND HANDLING

A. Deliver products to site in sealed and labeled containers; inspect to verify acceptability.

B. Container Label: Include manufacturer's name, type of paint, brand name, lot number, brand code, coverage, surface preparation, drying time, cleanup requirements, color designation, and instructions for mixing and reducing.

C. Paint Materials: Store at minimum ambient temperature of 45 degrees F and a maximum of 90 degrees F, in ventilated area, and as required by manufacturer's instructions.

1.07 FIELD CONDITIONS

A. Do not apply materials when surface and ambient temperatures are outside the temperature ranges required by the paint product manufacturer.

B. Follow manufacturer's recommended procedures for producing best results, including testing of substrates, moisture in substrates, and humidity and temperature limitations.

C. Do not apply exterior paint and finishes during rain or snow, or when relative humidity is outside the humidity ranges required by the paint product manufacturer.

D. Minimum Application Temperatures for Latex Paints: 50 degrees F for exterior; unless required otherwise by manufacturer's instructions.

PART 2 PRODUCTS

2.01 MANUFACTURERS

A. Provide paints and finishes used in any individual system from the same manufacturer; no exceptions.

B. Paints:
   1. Behr Process Corporation: www.behr.com.
   2. Benjamin Moore & Co: www.benjaminmoore.com.
   3. Diamond Vogel Paints: www.diamondvogel.com.
   4. Sherwin-Williams Company: www.sherwin-williams.com.

C. Primer Sealers: Same manufacturer as top coats.

D. Substitutions: See Section 01 6000 - Product Requirements.

2.02 PAINTS AND FINISHES - GENERAL

A. Paints and Finishes: Ready mixed, unless required to be a field-catalyzed paint.
   1. Provide paints and finishes of a soft paste consistency, capable of being readily and uniformly dispersed to a homogeneous coating, with good flow and brushing properties, and capable of drying or curing free of streaks or sags.
   2. Supply each paint material in quantity required to complete entire project's work from a single production run.
   3. Do not reduce, thin, or dilute paint or finishes or add materials unless such procedure is specifically described in manufacturer's product instructions.

B. Volatile Organic Compound (VOC) Content:
   1. Provide paints and finishes that comply with the most stringent requirements specified in the following:
      a. 40 CFR 59, Subpart D--National Volatile Organic Compound Emission Standards for Architectural Coatings.
      b. SCAQMD 1113 Rule.
   2. Determination of VOC Content: Testing and calculation in accordance with 40 CFR 59, Subpart D (EPA Method 24), exclusive of colorants added to a tint base and water added at project site; or other method acceptable to authorities having jurisdiction.

C. Colors: white.

2.03 PAINT SYSTEMS - EXTERIOR

A. Paint E-OP - Exterior Surfaces to be Painted, Unless Otherwise Indicated: Including primed wood and primed metal.
   1. One top coat and one coat primer.
   2. Top Coat(s): Exterior Latex; MPI #10, 11, 15, 119, or 214.

2.04 ACCESSORY MATERIALS

A. Accessory Materials: Provide primers, sealers, cleaning agents, cleaning cloths, sanding materials, and clean-up materials as required for final completion of painted surfaces.

B. Patching Material: Latex filler.

C. Fastener Head Cover Material: Latex filler.

PART 3 EXECUTION

3.01 EXAMINATION

A. Do not begin application of paints and finishes until substrates have been properly prepared.

B. Verify that surfaces are ready to receive work as instructed by the product manufacturer.

C. Examine surfaces scheduled to be finished prior to commencement of work. Report any condition that may potentially effect proper application.

D. Test shop-applied primer for compatibility with subsequent cover materials.

E. Measure moisture content of surfaces using an electronic moisture meter. Do not apply finishes unless moisture content of surfaces are below the following maximums:
   1. Exterior Wood: 15 percent, measured in accordance with ASTM D4442.

3.02 PREPARATION

A. Clean surfaces thoroughly and correct defects prior to application.

B. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.

C. Remove or mask surface appurtenances, including electrical plates, hardware, light fixture trim, escutcheons, and fittings, prior to preparing surfaces for finishing.

D. Seal surfaces that might cause bleed through or staining of topcoat.

E. Remove mildew from impervious surfaces by scrubbing with solution of tetra-sodium phosphate and bleach. Rinse with clean water and allow surface to dry.

F. Exterior Wood Surfaces to Receive Opaque Finish: Remove dust, grit, and foreign matter. Seal knots, pitch streaks, and sappy sections. Fill nail holes with tinted exterior calking compound after prime coat has been applied. Back prime concealed surfaces before installation.

3.03 APPLICATION

A. Exterior Wood to Receive Opaque Finish: If final painting must be delayed more than 2 weeks after installation of woodwork, apply primer within 2 weeks and final coating within 4 weeks.

B. Apply products in accordance with manufacturer's written instructions and recommendations in "MPI Architectural Painting Specification Manual".

C. Do not apply finishes to surfaces that are not dry. Allow applied coats to dry before next coat is applied.

D. Apply each coat to uniform appearance.

E. Vacuum clean surfaces of loose particles. Use tack cloth to remove dust and particles just prior to applying next coat.

F. Reinstall electrical cover plates, hardware, light fixture trim, escutcheons, and fittings removed prior to finishing.

3.04 CLEANING

A. Collect waste material that could constitute a fire hazard, place in closed metal containers, and remove daily from site.

3.05 PROTECTION

A. Protect finishes until completion of project.

END OF SECTION

Bidders Request for Alternatives or Exceptions (BRAE)

Letting Date: 7/6/2016_____

Proposal No.: ___16909_____ BRAE form due on or before:__6/27/16_____

Item: _____ Spec. No.:_____

Request: _____

_____

Bidder Proposes to furnish in lieu of above: _____

_____

_____

_____

NOTE: The determination of acceptance of this BRAE request is only valid for the bid for which it was submitted. BRAE approvals received for this bid do not determine or set a precedent for what is acceptable in any other bid posted by the State of Iowa.

Email/Fax to:

Iowa Department of Transportation
Purchasing Section
Attention: _Jody McNaughton
Email: jody.mcnaughton@dot.iowa.gov

Fax No.: 515-239-1538

Submitted By _____

Company _____

Address_____

_____
City State Zip

Phone No. _____

Fax No. _____

==========

DOT USE ONLY

Approved _____ Disapproved _____

Reason _____

_____

_____

Signature: _____ Date: _____

Form 131084 (01-16)

BID BOND

KNOW ALL PERSONS BY THESE PRESENTS: That we, _____
(Bidder's Name)

_____ of _____
(City,State)

as principal, and the _____
(Surety)

of _____ as Surety, are held and firmly bound unto the Iowa Department of
(Address)

Transportation and to the State of Iowa, or Municipality as defined in Iowa Code, Section 73A.1 as applicable, hereinafter defined as Obligee, in the penal sum as shown in the contract documents of the specified project, for which payment said principal and surety bind themselves, their heirs, executors, administrators, successors, and assigns jointly and severally, firmly by these presents.

WHEREAS, the principal is herewith submitting his/her or its sealed proposal for:

County _____

Type of Work _____

Date of Letting _____ , 20 _____ .

NOW THEREFORE, if the said bid or proposal submitted by said principal be accepted, and the principal be awarded a contract with the Obligee in accordance with the terms of such bid solicitation, and give such bond as may be specified in the bidding or contract documents with good and sufficient surety for the faithful performance of such contract and for the prompt payment of labor and material furnished in the prosecution thereof, then this obligation shall become null and void or in the event of the failure of the principal to enter such contract and give such bond, the principal shall pay to the Obligee the full amount of the bid bond, together with court costs, attorney's fees, and any other expense of recovery.

IN WITNESS WHEREOF, the principal and surety have caused these presents to be signed this _____ day of

_____ , 20 _____ .

_____
Principal
(Bidder's Name)

By _____
Bidder's Signature

_____
Address

_____
Surety

By _____
Authorized Surety Representative

Bidder _____

_____

_____

_____

SEALED BID

LETTING DATE: July 6, 2016
PROPOSAL NO: 16909
PROPOSAL DESCRIPTION: Salt Dome Roof Restoration for 3 DOT Maintenance Facility Locations

Iowa Department of Transportation
PURCHASING - SEALED BID PROPOSAL
800 Lincoln Way
Ames, IA 50010