



R G Architects, LLC

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RGA No.17038
14 February 2018

ADDENDUM NO. 1

Christina School District
Newark High School – Cafeteria Serving Line Renovations
750 East Delaware Avenue
Newark, DE 19711

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BIDS DUE:

Thursday, March 1, 2018 at 2:00 p.m.

LOCATION:

**Christina School District
Eden Support Center
925 Bear Corbitt Road
Bear, Delaware 19701
Attn: Nick Vacirca**

NOTICE TO ALL BIDDERS

1.0 GENERAL NOTES:

- 1.1 Bidders are hereby notified that this Addendum shall be and hereby becomes part of their Contract Documents, and shall be attached to the Project Manual for this project.
- 1.2 The following items are intended to revise and clarify the Drawings and Project Manual, and shall be included by the Bidder in their proposal.
- 1.3 Bidders shall verify that their Sub-bidders are in full receipt of the information contained herein.
- 1.4 A copy of the current bid set register is available upon request indicating individuals that have purchased project documents from R G architects.
- 1.5 The pre-bid sign-in sheet, along with Addendum #1, is being sent as a courtesy to all pre-bid meeting attendees; however, all future addenda will only be issued to registered plan holders.
- 1.6 All addenda will be sent out to the registered plan holders via email. Contractors are encouraged to keep an eye on their email accounts during the bidding period for such updates.

2.0 PREBID MEETING:

2.1 A Prebid Meeting was held on Tuesday, February 13, 2018 at 2:00 p.m. at Newark High School, Newark, DE. The following items were reviewed:

- A. **Project Description:** A brief overview of the Project was discussed with Architectural review. Work includes serving line renovations in two existing cafeterias, Cafeteria 'A' & Cafeteria 'D'. Renovations include the demolition of existing cafeteria serving line, walls, & existing soffits. Existing food service equipment will be removed by the Christina School District. The General Contractor will construct new serving line walls & soffits per contract documents. Work also includes modifications to existing plumbing & electrical services to accommodate new kitchen equipment. New kitchen equipment will be purchased by Christina School District. The General Contractor will be responsible for new kitchen equipment install placement & final connections to new equipment. The point of sale (P.O.S.) equipment relocation & install will be by Christina School District.
- B. **Project Schedule:** On site construction commencement is anticipated to begin as soon as school ends for the academic year. June 11, 2018 is the anticipated start date with substantial completion August 10, 2018.
- C. Bid schedule is as follows:
1. The bids are due by **2:00 p.m. on Thursday, March 1, 2018.**
 2. Substitution requests will be received until **4:00 p.m. on Monday, February 19, 2018.**
Instructions for requesting substitutions are very specific and are contained in the project manual. If the contractor does not follow the processes it is automatic grounds for rejection.
 3. Questions regarding the bid documents will be received until **12:00 p.m. on Friday, February 23, 2018.**
All questions **must** be submitted **in writing** (via e-mail, addressed to Jim Ament, jim@rgarchitects.net) to R G Architects. Neither R G Architects or the Owner will answer questions verbally.
 4. The last day for addenda to be issued, if required, shall be, **Friday, February 23, 2018.**
- D. The project will be constructed using the State of Delaware Prevailing wage rates. The current rates are listed in the specification booklet.
- E. **Liquidated damages:** Liquidated damages are not in this contract. However, a written contract is and all conditions of that contract will be enforced as spelled out in the contract documents.
- F. **Substitutions:** If a specification lists one product manufacturer as well as listing "or equal", the contractor is not obligated to submit for substitution prior to bid for that item. However, the contractor will still be responsible to meet the requirements of that product during the review process as per the specifications. If the product substituted as an equal does not meet ALL of the requirements of the specifications, as determined by the Architect, the Contractor is obligated to provide the specified product at no additional cost to the project.

G. Subcontractors List:

1. The subcontractors list noted on the bid form in the project manual was reviewed and agreed upon.
2. The General Contractor may NOT list more than one subcontractor for a discipline on the subcontractor's list.
3. On the Subcontractors List, the General Contractor must list the subcontractor that is providing the labor for 100% of the work in that category and as is required by the laws of Title 29.

H. Bidders were reminded to fill out the Bid Form completely & to not leave any areas to be filled out blank. The sub-contractor list is to be also completed including a current Delaware Business License number. Bidders are to also list the Addenda issued. If five (5) Addenda was issued the Bid Form must note "1.2.3.4 & 5". Bid forms noting "1-5" will not be accepted. Bidders were also reminded to have the "Affidavit of Employees Drug Testing Program" form as part of their Bid.

I. Drug Testing Policy: RGA reviewed the new Drug Testing Policy in place by State of Delaware. Contractors are to reference the Project Manual for additional policy procedures and Drug Testing Report Forms.

J. Project Site walk-through

Bidders whom wish to tour the project site may attend an unguided walk through on the following date and time:

Tuesday, February 20, 2017 at 2:00 PM.

3.0 Revisions to the SPECIFICATIONS

3.1 Add specification section 00 43 13 Bid Bond.

4.0 Revisions to the DRAWINGS

4.1 None at this time.

5.0 Questions

5.1 How many copies of the Bid are to be submitted on Bid day? A – Two (2) copies of the Bid submission is to be submitted by each Bidder.

5.2 Is there a Bid Bond on the project? A – Yes, there is a Bid Bond on the project. The Bid Bond is attached to this Addendum.

5.3 Are there Liquidated damages on the project? A – No, there are no liquidated damages on the project.

6.0 ATTACHMENT LIST:

- A. Pre Bid Sign-In Sheet
- B. Bid Register
- C. Bid Bond