



TETRA TECH

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Addendum 1

Colonial School District
Wilmington, DE

Bid No.: 4-17-38

Colonial School District – Eisenberg Elementary School Nurse's/ Counseling Suite

Tt Project No. 16101-17001

Addendum No. 1 to Drawings and Project Manual

June 22, 2017

To: ALL BIDDERS

This ADDENDUM forms a part of the BIDDING AND CONTRACT DOCUMENTS and modifies the following documents:

Original DRAWINGS dated June 19, 2017

PROJECT MANUAL dated June 19, 2017.

Acknowledge receipt of the ADDENDUM in the space provided on the FORM OF PROPOSAL

This ADDENDUM consists of two (2) pages not including the attachments:

1.0 CLARIFICATIONS TO PRE-BID INFORMATION/AGENDA

1.1 Guided Walkthrough Date:

1.1.1 Thursday, June 22, 2017 @ 9:00 am. Shall meet at main entrance to Eisenberg E.S..

1.2 Last day for questions prior to bid due date is Thursday 6/29/17.

1.3 Masonry trade will be removed from the subcontractors list.

1.4 Project schedule was discussed. Project schedule is included in this addendum.

2.0 PROJECT MANUAL – MODIFICATIONS

2.1 Replaced Section 00 01 16 PROJECT FORWARD - see attached.

2.2 Replaced Section 00 41 13 BID FORM - see attached.

3.0 DRAWINGS - MODIFICATIONS

3.1 Sheet A-101, KEYNOTE LEGEND – NEW WORK; Change note 01 to read “INFILL OPENING WITH TOOTHED IN PAINTED MODULAR BRICK ON CORRIDOR SIDE AND 8” CMU ON EXAM ROOM SIDE.

- 3.2 Sheet A-101, KEYNOTE LEGEND – DEMOLITION; change note D08 to read “REMOVE EXISTING 2’x2’ ACOUSTICAL CEILING TILE (INSTALLED APPROX. IN 2010) AND REMOVE ORIGINAL 1’x1’ ACOUSTICAL TILE AND 1x3 WOOD STRIPS (INSTALLED APPROX. IN 1950) WHICH IS ABOVE 2’x2’ ACOUSTICAL TILE. REMOVE EXISTING FLOOR FINISH DOWN TO CONCRETE SUBSTRATE. PATCH SUBSTRATE AS REQUIRED TO RECEIVE NEW FINISHES. COORDINATE ANY ADDITIONAL SCOPE WITH MECHANICAL, ELECTRICAL AND PLUMBING DRAWINGS.
- 3.3 Sheet A-101, KEYNOTE LEGEND – DEMOLITION; Change note 04 to read “REMOVE EXISTING OVERHEAD BUILT-IN CABINETS IN THEIR ENTIRETY. CABINETS CONSTRUCTED OF VARIOUS 2X WOOD BLOCKING, PLYWOOD DOORS, BODY AND SHELVING. TOP OF CABINETS INTERIOR AND UNDERSIDE OF CABINETS ARE CONSTRUCTED OF PLASTER. REMOVE EXISTING 12” WIDE x 12” DEEP x 60” HIGH DOORLESS METAL LOCKERS BELOW FULL LENGTH OF CABINETS.

ATTACHMENT LIST

1. Pre-bid Information - Agenda
2. Construction Schedule
3. Pre-bid Meeting Sign-In Sheet
4. Register of Bid Documents
5. Specification Section 00 01 16 PROJECT FORWARD
6. Specification Section 00 41 13 BID FORM

END OF ADDENDUM No. 1



Pre-Bid Information

Meeting Date: Monday, June 20, 2017 @ 10:00 a.m.

Prepared By: Tim Skibicki

Tt Project No.: 200-16101-17001

BID No.: 4-17-38

Project Name: **Colonial School District – Eisenberg Elementary School Nurse/ Counseling Suite**

Regarding: General Pre-Bid Information – Agenda

AGENDA

1. This is the Pre-Bid Meeting: Attendance is **Mandatory** for all Prime Contractors. Bids received from contractors not attending this meeting shall not be opened.
2. Project consists of the following:
 - a. The general scope of the project entails converting an existing classroom into a Wellness Center which includes an exam room, counseling room, small sampling lab and office area. Major scope items include new concrete ramp, new partitions, doors/frames/hardware, casework and associated MEP work including a new packaged rooftop unit.
 - b. Project will be constructed under a single prime contract with a General Contractor. Form of Contract will be AIA Document A101 Standard Form of Agreement between Owner and Contractor where the basis of payment is a STIPULATED SUM.
3. Prequalification: The following Contractors must be prequalified with the State of Delaware:
 - The General Contractor
 - The Mechanical Contractor
 - The Electrical Contractor
4. Bids Due: Sealed proposals will be received by the Owner for public opening until 2:00 p.m. local time on Wednesday, July 5, 2017 at the Colonial School District's Administration Building, 318 E. Basin Rd., New Castle, DE 19720. Proposals received after this time shall not be accepted. Bidders should be aware that the Owner reserves the right to reject all bids and/or negotiate with the low bidder.



5. Availability of Documents: The contract documents (project manual and drawings) will be made available at the non-refundable cost of \$50.00 per set. The documents will be available for purchase at the Pre-bid meeting or at the architect's office after the Pre-bid meeting. Payment is to be made by check payable to the order of "Tetra Tech Architects & Engineers."
6. Wage Rates and Payroll Reporting: Contractors shall comply with all requirements of the State of Delaware regarding prevailing wage rates and payroll reporting shall be reported to Delaware Department of Labor.
7. Only plan holders who have purchased drawings from Tetra Tech will receive the Addenda.
8. All discrepancies, questions or requests for clarifications or interpretations must be submitted to the Architects office at least seven (7) days prior to bid due date. Submit e-mails to Tim Skibicki's attention at tim.skibicki@tetrattech.com. Last day for questions will be Thursday 06/29/2017 by 5:00 pm.
9. Substitutions requests (bidding only) must be submitted in writing as required by the specifications.
10. Schedule:

Timely execution of this project is a critical element of the Work.

Refer to "PROJECT SCHEDULE AND SEQUENCE" Section # 005010.
11. Liquidated Damages: The Contractor and the Contractor's surety, if any, shall be liable for and shall pay the Owner the sum hereinafter stipulated as liquidated damages for each calendar day of delay beyond the contracted date of substantial completion until the Work for the building is declared by the Architect to be substantially complete.

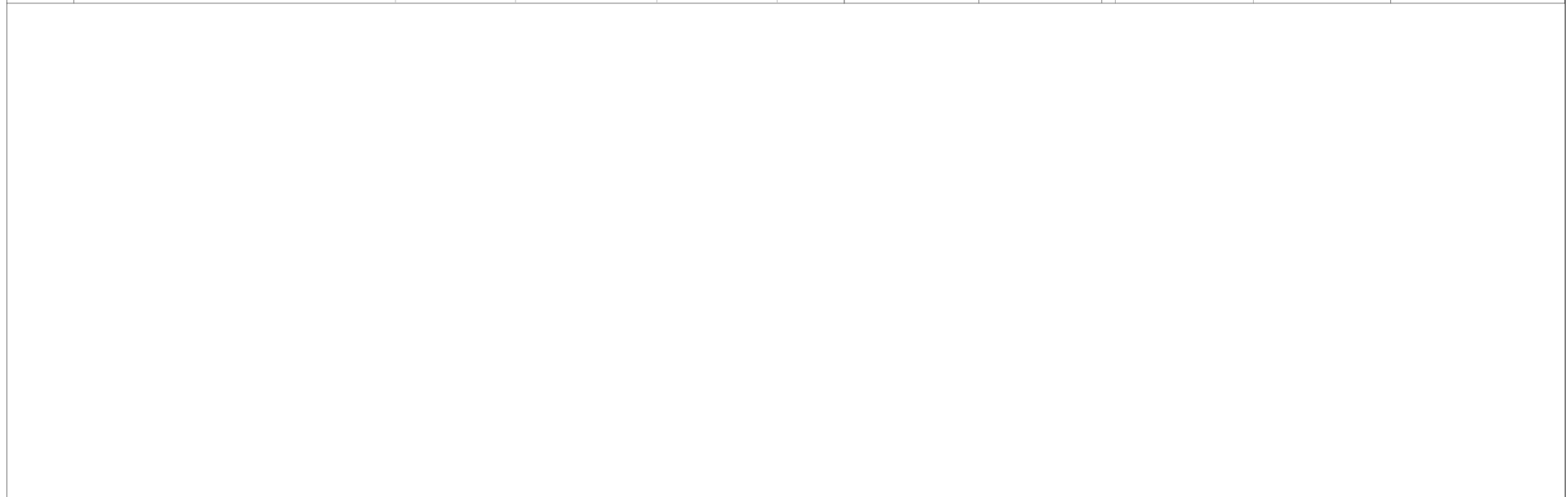
CSD – Eisenberg Elementary School Nurse's/ Counseling Suite:
Two Thousand Dollars (\$2,000.00) per calendar day.
12. Submission of a 10% secured bid deposit in the form of a Bid Bond, of total amount of the Base Bid plus all additive alternates is required with bids.
13. Review Alternates
14. Review Subcontractor List
15. Bid Form "Affidavit of Employee Drug Testing Program" must be submitted with bids for **Prime and each Subcontractor** listed on subcontractor list.
16. Guided Walkthrough Dates

PROJECT SCHEDULE

Eisenberg E.S.

June 22, 2017

ID	Task Name	Duration	Start	Finish	Predecessor	January B M E	April B M E	July M E B	October M E	January B M E
0	Eisenberg Elementary School Schedule	88 days?	Wed 7/5/17	Fri 11/3/17						
1	Bidding/ Negotiation Phase	7 days?	Wed 7/5/17	Thu 7/13/17						
2	Bid Opening	1 day	Wed 7/5/17	Wed 7/5/17						
3	Board Meeting	1 day?	Tue 7/11/17	Tue 7/11/17						
4	Contract Period	2 days	Wed 7/12/17	Thu 7/13/17	3					
5	Construction Phase	81 days	Fri 7/14/17	Fri 11/3/17						
6	Permit	5 days	Fri 7/14/17	Thu 7/20/17	4					
7	Submittal Phase	10 days	Fri 7/14/17	Thu 7/27/17	4					
8	Mobilization and Construction	65 days	Fri 7/21/17	Thu 10/19/17	6					
9	Equipment Delivery	40 days	Fri 7/28/17	Thu 9/21/17	7					
10	Substantial Completion	1 day	Fri 10/20/17	Fri 10/20/17	8					
11	Final Completion	10 days	Mon 10/23/17	Fri 11/3/17	10					



Summary		Construction		Manual Task		Start-only	
Milestone		Inactive Task		Duration-only		Finish-only	
Tetra Tech		Inactive Milestone		Manual Summary Rollup			
DFM/ OMB		Inactive Summary		Manual Summary			

Date: June 20, 2017[illegible]

Colonial School District
Eisenberg Elementary School Nurse's Station

16101-17001

Bids Due: 2:00 p.m., July 5, 2017 at
Colonial School District
Administration Building
318 E. Basin Rd.
New Castle, DE 19720

REGISTER OF BID DOCUMENTS
PLEASE PRINT CLEARLY

\$ 50.00 per set

#01	<p>Name of Company: <u>The Blue Book</u></p> <p>Physical Address: <u>800 E. main st.</u> City, State: <u>Jefferson Valley, NY 10535</u></p> <p>Contact: <u>Donna Famulari</u> GC: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>Phone: <u>800-431-2584</u></p> <p>Fax: _____ Date: <u>6/20/17</u></p> <p>E-Mail: <u>dfamulari@thebluebook.com</u></p>
#02	<p>Name of Company: <u>THE COBI GROUP INC.</u></p> <p>Physical Address: <u>3424 OLD CAPITAL TRAIL</u> City, State: <u>WILMINGTON, DE 19808</u></p> <p>Contact: <u>ANNE M. JACOBI</u> GC: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Phone: <u>302-407-3085</u></p> <p>Fax: <u>302-516-7097</u> Date: _____</p> <p>E-Mail: <u>amjacobi@thecobigroup.net</u></p>
#03	<p>Name of Company: <u>Kent Const</u></p> <p>Physical Address: <u>2 BIG OAK RD</u> City, State: <u>SMYRNA DE 19477</u></p> <p>Contact: <u>Pat Hebert</u> GC: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Phone: <u>302 653 6469</u></p> <p>Fax: <u>302 653 4644</u> Date: <u>6/20/17</u></p> <p>E-Mail: <u>estimator2@kentconstructionco.com</u></p>

Colonial School District
Eisenberg Elementary School Nurse's Station

16101-17001

Bids Due: 2:00 p.m., July 6, 2017 at
Colonial School District
Administration Building
318 E. Basin Rd.
New Castle, DE 19720

REGISTER OF BID DOCUMENTS
PLEASE PRINT CLEARLY

\$ 50.00 per set

#04	Name of Company:	<u>Amakod, Inc.</u>		
	Physical Address:	<u>72 Clinton St.</u>		
	City, State:	<u>Delaware City, DE 19706</u>		
	Contact:	<u>Steve Serbo</u>	GC:	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
	Phone:	<u>(302) 834-8664</u>		
	Fax:	<u>(302) 834-8661</u>	Date:	<u>6/20/17</u>
	E-Mail:	<u>Amakod@aol.com</u>		
#05	Name of Company:	<u>CORRADO CONSTRUCTION</u>		
	Physical Address:	<u>210 MARSH LANE</u>		
	City, State:	<u>NEW CASTLE, DE</u>		
	Contact:	<u>JILL BROWN</u>	GC:	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
	Phone:	<u>(302) 652-3339</u>		
	Fax:		Date:	<u>6/21/17</u>
	E-Mail:	<u>JBROWN@CORRADO.COM</u>		
#06	Name of Company:			
	Physical Address:			
	City, State:			
	Contact:		GC:	YES <input type="checkbox"/> NO <input type="checkbox"/>
	Phone:			
	Fax:		Date:	
	E-Mail:			

PROJECT FORWARD

1. Project Description: Herein is a partial summary of work as described on drawings and specifications for **“CSD – Eisenberg Elementary School- Nurse/ Counseling Suite”**
 - The general scope of the project entails converting a current classroom into a Nurse's Suite. Some key elements include the following:
 - a. Replacement of the sidewalk between the parking lot and new entry into the Wellness Center.
 - b. A small accessible ramp at the entry.
 - c. Re-routing of roof downspout to a nearby catch basin.
 - d. Concrete slab trenching (and replacement) to accommodate new plumbing.
 - e. Structural steel to accommodate new rooftop unit.
 - f. Rooftop unit with associated DDC, ductwork and balancing.
 - g. Natural gas piping (on roof) to feed new rooftop unit.
 - Project will be constructed under a single prime contract with a General Contractor.
2. Prequalification: The following Contractors must be prequalified with the State of Delaware:
 - The General Contractor
 - The Mechanical Subcontractor
 - The Electrical Subcontractor
3. Prebid Meeting: A mandatory meeting will be held on Tuesday, June 20, 2017 at 10:00 a.m. at the Colonial School District's Administrative Building, **318 East Basin Road, New Castle, DE 19720**. **Attendance is mandatory for all Prime Contractors.** Bids received from contractors not attending this meeting shall not be opened.
4. Bids Due: Sealed proposals will be received by the Owner for public opening until **2:00 p.m. local time on Wednesday, July 5, 2017** at the Colonial School District's Administration Building, **318 E. Basin Rd., New Castle, DE 19720**. Proposals received after this time shall not be accepted. Bidders should be aware that the Owner reserves the right to reject all bids and/or negotiate with the low bidder.

Bid # 4-17-38; “CSD – Eisenberg Elementary School – Nurse/ Counseling Suite”

The time and place for the opening of bids may be extended from that described above or not less than two calendar days notice by certified delivery, facsimile machine, or other verifiable electronic means to those bidders who obtained copies of the plans and specifications.

5. Project Identification: **“CSD – Eisenberg Elementary School – Nurse/ Counseling Suite”**:

Project Location:
Colonial School District
Eisenberg Elementary School
27 Landers Lane
New Castle, Delaware 19720

Owner:

Colonial School District
318 East Basin Road,
New Castle, Delaware 19720

6. Contract Documents, dated June 19, 2017 were prepared for the Project by:

Architect

Tetra Tech Architects & Engineers
240 Continental Drive, Suite 200
Newark, DE 19713
302-738-7551 – Phone
302-454-5989 – Fax

7. Availability of Documents: The contract documents (a disk containing specifications and drawings) will be made available at the non-refundable cost of \$50.00 per set. The documents will be available for purchase at the Pre-bid meeting or at the architect's office after the Pre-bid meeting. Payment is to be made by check payable to the order of "Tetra Tech."
8. CONTRACT: Project will be constructed under a Single Prime Contract. Form of Contract will be AIA Document A101 Standard Form of Agreement between Owner and Contractor where the basis of payment is a STIPULATED SUM.
9. Wage Rates and Payroll Reporting: Contractors shall comply with all requirements of the State of Delaware regarding wage rates and payroll reporting. These requirements include, but are not limited to, the following:
- a. Wage Rates: The wage rates that shall be used for this project are attached to this Section. This scale of wages shall be posted in a prominent and easily accessible location on the job site. All employees shall be paid directly upon the site of the work, not less often than once a week.
 - b. Payroll Reporting: Per Section 6912 of Title 29, payroll information shall be reported weekly to the Delaware Department of Labor (refer to Section 01311 "Schedules and Reports").
10. Schedule
- Timely execution of this project is a critical element of the Work.
- a. Refer to "PROJECT SCHEDULE AND SEQUENCE" Section # 005010.
11. Liquidated Damages: The Contractor and the Contractor's surety, if any, shall be liable for and shall pay the Owner the sum hereinafter stipulated as liquidated damages for each calendar day of delay beyond the contracted date of substantial completion until the Work for the building is declared by the Architect to be substantially complete.

**CSD – Eisenberg Elementary School – Nurse/ Counseling Suite:
Two Thousand Dollars (\$2,000.00) per calendar day.**

12. Preference for Delaware Labor: Delaware Code, Title 29, Chapter 69, Section 6962, Paragraph (d), subsection (4)b

“In the construction of all public works for the State or any political subdivision thereof, or by firms contracting with the State or any political subdivision thereof, preference in employment of laborers, workmen or mechanics shall be given to bona fide legal citizens of the State who have established citizenship by residence of at least 90 days in the State. Each public works contract for the construction of public works for the State or any political subdivision thereof shall contain a stipulation that any person, company or corporation who violates this section shall pay a penalty to the Secretary of Finance equal to the amount of compensation paid to any person in violation of this section.”

Pursuant to the Office of Management and Budget (OMB) “4104 Regulations for the Drug Testing of Contractor and Subcontractor Employees Working on Large Public Works Projects” requires that Contractors and Subcontractors who work on Large Public Works Contracts funded all or in part with public funds implement a Mandatory Drug Testing Program. The regulation can be downloaded from the following website:

<http://regulations.delaware.gov/register/september2015/final/19%20DE%20Reg%20207%2009-01-15.htm>

END OF PROJECT FOREWORD

BID FORM

EISENBERG ELEMENTARY SCHOOL – NURSES/COUNSELING SUITE
72 LANDERS LANE, NEW CASTLE, DE 19720
BID # 4-17-38

BID FORM

I/We acknowledge Addendums numbered _____ and the price(s) submitted include any cost/schedule impact they may have.

This bid shall remain valid and cannot be withdrawn for thirty (30) days from the date of opening of bids, and the undersigned shall abide by the Bid Security forfeiture provisions. Bid Security is attached to this Bid.

The Owner shall have the right to reject any or all bids, and to waive any informality or irregularity in any bid received.

This bid is based upon work being accomplished by the Sub-Contractors named on the list attached to this bid.

Should I/We be awarded this contract, I/We pledge to achieve substantial completion of all the work within _____ calendar days of the Notice to Proceed.

The undersigned represents and warrants that he has complied and shall comply with all requirements of local, state, and national laws; that no legal requirement has been or shall be violated in making or accepting this bid, in awarding the contract to him or in the prosecution of the work required; that the bid is legal and firm; that he has not, directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken action in restraint of free competitive bidding.

Upon receipt of written notice of the acceptance of this Bid, the Bidder shall, within twenty (20) calendar days, execute the agreement in the required form and deliver the Contract Bonds, and Insurance Certificates, required by the Contract Documents.

I am / We are an Individual / a Partnership / a Corporation

By _____ Trading as _____
(Individual's / General Partner's / Corporate Name)

(State of Corporation)

Business Address: _____

Witness: _____ By: _____
(SEAL) (Authorized Signature)

(Title)
Date: _____

ATTACHMENTS

Sub-Contractor List
Non-Collusion Statement
Affidavit(s) of Employee Drug Testing Program
Bid Security
(Others as Required by Project Manuals)

EISENBERG ELEMENTARY SCHOOL – NURSES/COUNSELING SUITE
72 LANDERS LANE, NEW CASTLE, DE 19720
BID # 4-17-38

BID FORM

SUBCONTRACTOR LIST

In accordance with Title 29, Chapter 6962 (d)(10)b Delaware Code, the following sub-contractor listing must accompany the bid submittal. The name and address of the sub-contractor **must be listed for each category** where the bidder intends to use a sub-contractor to perform that category of work. In order to provide full disclosure and acceptance of the bid by the *Owner*, **it is required that bidders list themselves as being the sub-contractor for all categories where he/she is qualified and intends to perform such work.** This form must be filled out completely with no additions or deletions. **Note that all subcontractors listed below must have a signed Affidavit of Employee Drug Testing Program included with this bid.**

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City & State)</u>	<u>Subcontractors tax payer ID # or Delaware Business license #</u>
1. MECHANICAL	_____	_____	_____
2. ELECTRICAL	_____	_____	_____
3. FIRE ALARM	_____	_____	_____
4. CONTROLS	<u>MODERN CONTROLS</u>	<u>NEW CASTLE, DE</u>	_____
5. DEMOLITION	_____	_____	_____
6. PAINTING	_____	_____	_____
7. DRYWALL/METAL STUD	_____	_____	_____
8. FLOOR COVERING	_____	_____	_____
9.	_____	_____	_____

BID FORM

NON-COLLUSION STATEMENT

This is to certify that the undersigned bidder has neither directly nor indirectly, entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding in connection with this proposal submitted this date (*to the Colonial School District*).

All the terms and conditions of (*Project or Contract Number*) have been thoroughly examined and are understood.

NAME OF BIDDER: _____

**AUTHORIZED REPRESENTATIVE
(TYPED):** _____

**AUTHORIZED REPRESENTATIVE
(SIGNATURE):** _____

TITLE: _____

ADDRESS OF BIDDER: _____

E-MAIL: _____

PHONE NUMBER: _____

Sworn to and Subscribed before me this _____ day of _____ 20____.

My Commission expires _____. NOTARY PUBLIC _____.

THIS PAGE MUST BE SIGNED AND NOTARIZED FOR YOUR BID TO BE CONSIDERED.

BID FORM

**AFFIDAVIT
OF
EMPLOYEE DRUG TESTING PROGRAM**

4104 Regulations for the Drug Testing of Contractor and Subcontractor Employees Working on Large Public Works Projects requires that Contractors and Subcontractors implement a program of mandatory drug testing for Employees who work on Large Public Works Contracts funded all or in part with public funds.

We hereby certify that we have in place or will implement during the entire term of the contract a Mandatory Drug Testing Program for our employees on the jobsite that complies with this regulation:

Contractor/Subcontractor Name: _____

Contractor/Subcontractor Address: _____

Authorized Representative (typed or printed): _____

Authorized Representative (signature): _____

Title: _____

Sworn to and Subscribed before me this _____ day of _____ 20____.

My Commission expires _____. NOTARY PUBLIC _____.

THIS PAGE MUST BE SIGNED AND NOTARIZED FOR YOUR BID TO BE CONSIDERED.