



Planning

Architecture

Interior design

Graphic Design

Project Management

# ADDENDUM to CONTRACT DOCUMENTS

**Date:** February 23, 2012

**To:** All Bidders

**From:** Maureen Rozanski, BSA+A

**Copies:** Mr. Kenneth Starke  
Caesar Rodney School District  
Mr. Kevin Thompson  
Caesar Rodney School District

**Project Name:** Allen Frear Elementary School

**Project Number:** BSA+A # 10.076

**Subject:** **ADDENDUM 1**

**NOTICE:**

Attention is called to the following item(s), effective as of the date above, which shall be added to, deleted from, or changed in the contract documents dated **February 2, 2012** and any previously issued addenda, thereby incorporating these items into the contract documents.

Attach this Addendum to the project manual for this project. Work or materials not specifically mentioned herein are to be as described in the main body of the specifications and as shown on the drawings. Bidders shall acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject the bidder to disqualification.

(Continued next page)

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**A. GENERAL**

Item No.	Item:
A-1.1	<b>Instruction to Bidders – Bid Submission:</b> Bids will be received in the small conference room at Caesar Rodney School District Office until <b>10:00 a.m. on Monday, <u>March 12, 2012.</u></b>  Bids Shall be submitted to: Caesar Rodney School District <b>7 Front Street,</b> Wyoming, DE 19934 Attn.: Mr. Kenneth Starke Mr. Kevin Thompson

**B. MODIFICATIONS TO PROJECT MANUAL**

Item No.	Description:
B-1.1	<b>ADD:</b> State of Delaware Payment Bond Bid Form
B-1.2	<b>Item T-09</b> – Change BLG4 (Self Leveling Glides) to <b>Standard Glides</b>
B-1.3	<b>Item F-01</b> – Model # to read <b>H9183R</b> . Overall Height to read <b>39-1/8”</b>
B-1.4	<b>ADD:</b> Specification T-13 - 42” Dia. Activity Table, Qty. 1. <b>ADD:</b> Item T-13 to Group D On Proposal form and Bid Summary (See Attachments)
B-1.5	<b>Remove from Proposal Form</b> – Item WC-01 from Group B

**C. MODIFICATIONS TO DRAWINGS**

Items	Date
NONE	

**D. ATTACHMENTS**

Item No.	Description:
D-1.1	Table of Contents
D-1.2	State of Delaware Payment Bond bid form
D-1.3	Proposal Form
D-1.4	Bid Summary
D-1.5	Table T-13 Specification Sheet

**END OF ADDENDUM NO. 1**

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Bid Package 1 – Furniture

**BIDDING & CONTRACT REQUIREMENTS**

Invitation for Bid  
Instructions to Bidders  
Special Instructions

**BID FORM AND ATTACHMENTS**

Non-Collusion Statement  
*State of Delaware Payment Bond*  
Equality of Employment  
Consent of Surety

**AIA Document A151 -2007**  
Standard Form of Agreement between  
Owner and Vendor for  
Furniture, Furnishings & Equipment

**AIA Document A251 - 2007**  
General Conditions of the Contract  
for Furniture, Furnishings & Equipment

**TECHNICAL SPECIFICATIONS INDEX**

Bid Summary Spreadsheet  
Furniture, Furnishings & Equipment Specifications

**FURNITURE PLANS  
(Provided Separately)**

**A141A  
A141B  
A141C  
A142**

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STATE OF DELAWARE  
OFFICE OF MANAGEMENT AND BUDGET

**PAYMENT BOND**

Bond Number: \_\_\_\_\_

KNOW ALL PERSONS BY THESE PRESENTS, that we, \_\_\_\_\_, as principal (“**Principal**”), and \_\_\_\_\_, a \_\_\_\_\_ corporation, legally authorized to do business in the State of Delaware, as surety (“**Surety**”), are held and firmly bound unto the \_\_\_\_\_ (“**Owner**”) (*Caesar Rodney School District*), in the amount of \_\_\_\_\_ (\$\_\_\_\_\_), to be paid to **Owner**, for which payment well and truly to be made, we do bind ourselves, our and each and every of our heirs, executors, administrations, successors and assigns, jointly and severally, for and in the whole firmly by these presents.

Sealed with our seals and dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

NOW THE CONDITION OF THIS OBLIGATION IS SUCH, that if **Principal**, who has been awarded by **Owner** that certain contract known as Contract No. \_\_\_\_\_ dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ (the “Contract”), which Contract is incorporated herein by reference, shall well and truly pay all and every person furnishing materials or performing labor or service in and about the performance of the work under the Contract, all and every sums of money due him, her, them or any of them, for all such materials, labor and service for which **Principal** is liable, shall make good and reimburse **Owner** sufficient funds to pay such costs in the completion of the Contract as **Owner** may sustain by reason of any failure or default on the part of **Principal**, and shall also indemnify and save harmless **Owner** from all costs, damages and expenses arising out of or by reason of the performance of the Contract and for as long as provided by the Contract; then this obligation shall be void, otherwise to be and remain in full force and effect.

**Surety**, for value received, for itself and its successors and assigns, hereby stipulates and agrees that the obligation of **Surety** and its bond shall be in no way impaired or affected by any extension of time, modification, omission, addition or change in or to the Contract or the work to be performed thereunder, or by any payment thereunder before the time required therein, or by any waiver of any provisions thereof, or by any assignment, subletting or other transfer thereof or of any work to be performed or any monies due or to become due thereunder; and **Surety** hereby waives notice of any and all such extensions, modifications, omissions, additions, changes, payments, waivers, assignments, subcontracts and transfers and hereby expressly stipulates and agrees that any and all things done and omitted to be done by and in relation to assignees, subcontractors, and other transferees shall have the same effect as to **Surety** as though done or omitted to be done by or in relation to **Principal**.

**Surety** hereby stipulates and agrees that no modifications, omission or additions in or to the terms of the Contract shall in any way whatsoever affect the obligation of **Surety** and its bond.

Any proceeding, legal or equitable, under this Bond may be brought in any court of competent jurisdiction in the State of Delaware. Notices to **Surety** or Contractor may be mailed or delivered to them at their respective addresses shown below.

IN WITNESS WHEREOF, **Principal** and **Surety** have hereunto set their hand and seals, and such of them as are corporations have caused their corporate seal to be hereto affixed and these presents to be signed by their duly authorized officers, the day and year first above written.

PRINCIPAL

Name: \_\_\_\_\_

Witness or Attest: Address: \_\_\_\_\_

\_\_\_\_\_  
Name:  
  
(Corporate Seal)

By: \_\_\_\_\_(SEAL)  
Name:  
Title:

SURETY

Name: \_\_\_\_\_

Witness or Attest: Address: \_\_\_\_\_

\_\_\_\_\_  
Name:  
  
(Corporate Seal)

By: \_\_\_\_\_(SEAL)  
Name:  
Title:

## **PROPOSAL FORM**

CAESAR RODNEY SCHOOL DISTRICT  
FURNITURE – ALLEN FREAR ELEMENTARY SCHOOL

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### **\*THE FOLLOWING ITEMS LISTED MUST BE BID AS A GROUP\***

The total cost will be to provide, deliver, unpack, assemble and place the furniture in areas at times as designated in the attached Special Instructions, Specifications and General Instructions to Bidders.

All vendors must indicate their total bid price for the entire quantities in items listed below.

The award for each of these groups will be made to one vendor based on this total price. The furniture bid for each of these groups must be from the same manufacturer. Failure of a vendor to complete this section, failure to bid on furniture from the same manufacturer, or failure to bid on all items within the group, will result in an automatic rejection of a bid for any of the items within the group. The individual bid prices for each item listed above will be the prices paid by the School District if additional quantities are ordered.

#### **GROUP A:**

The following items must be bid as a group:

**D-01, CH-01A, CH-01B, CH-06, ST-01, MW-01**

Indicate the total bid price for the entire quantities of items in Group A in the following space:

\$ \_\_\_\_\_

#### **GROUP B:**

The following items must be bid as a group:

**D-04, D-04A, D-05R, KBT-1, T-04, T-06, T-08, T-09, F-01, F-02, F-03, F-04, F-08, FS-01, VB-1**

Indicate the total bid price for the entire quantities of items in Group B in the following space:

\$ \_\_\_\_\_

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**GROUP C:**

The following items must be bid as a group:

**D-02, D-06, T-05, T-05A, T-10, T-10A, CH-05A, CH-05B, CH-05C, F-05, F-06, F-07, CR-1, CR-2, CR-3, SC-01**

Indicate the total bid price for the entire quantities of items in Group C in the following space:

\$ \_\_\_\_\_

**GROUP D:**

The following items must be bid as a group:

**T-01, T-01A, T-01B, T-02, T-03, T-13**

Indicate the total bid price for the entire quantities of items in Group D in the following space:

\$ \_\_\_\_\_

**GROUP E:**

The following items must be bid as a group:

**AR-01**

Indicate the total bid price for the entire quantities of items in Group E in the following space:

\$ \_\_\_\_\_

**GROUP F:**

The following items must be bid as a group:

**T-07, T-11, B-01, CH-07**

Indicate the total bid price for the entire quantities of items in Group F in the following space:

\$ \_\_\_\_\_

**GROUP G:**

The following items must be bid as a group:

**CH-03A, CH-03B, CH-03C, CH-04**

Indicate the total bid price for the entire quantities of items in Group G in the following space:

\$ \_\_\_\_\_

**GROUP H:**

The following items must be bid as a group:

**CH-02, ST-02**

Indicate the total bid price for the entire quantities of items in Group H in the following space:

\$ \_\_\_\_\_

**GROUP I:**

The following items must be bid as a group:

**S-01**

Indicate the total bid price for the entire quantities of items in Group I in the following space:

\$ \_\_\_\_\_

**GROUP J:**

The following items must be bid as a group:

**NB-01, NC-01, ST-03, SS-01**

Indicate the total bid price for the entire quantities of items in Group J in the following space:

\$ \_\_\_\_\_

**GROUP K:**

The following items must be bid as a group:

**US-01, US-02**

Indicate the total bid price for the entire quantities of items in Group K in the following space:

\$ \_\_\_\_\_

**GROUP L:**

The following items must be bid as a group:

**T-12, T-12A, TE-01, TE-02**

Indicate the total bid price for the entire quantities of items in Group L in the following space:

\$ \_\_\_\_\_

**GROUP M:**

The following items must be bid as a group:

**BD-01**

Indicate the total bid price for the entire quantities of items in Group M in the following space:

\$ \_\_\_\_\_

**GROUP N:**

The following items must be bid as a group:

**TB-01**

Indicate the total bid price for the entire quantities of items in Group N in the following space:

\$ \_\_\_\_\_

**END OF BID PROPOSAL FORM**





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**FURNITURE SPECIFICATIONS**

Caesar Rodney School District  
 Allen Frear Elementary School  
 238 Sorghum Mill Road  
 Camden, Delaware 19934

BID PACKAGE  
**1**  
 BID SUMMARY

Item #	Description	Substituted Manufacturer	Substituted Product #	Unit Cost	Qty.	Extended Cost
D-04	48" x 30" Single Pedestal Desk				41	
D-04A	30" x 60" Double Pedestal Desk				5	
D-05R	30" x 66" Desk with Right Retrurn				1	
KBT-1	Keyboard Tray				7	
T-04	20" Dia. End Table				2	
T-06	42" Dia. Table				4	
T-08	24" x 60" Utility Table				3	
T-09	30" x 96" Table				1	
F-01	Three Drawer Lateral File				2	
F-02	36" Wide Two Drawer Lateral File				46	
F-03	Five Drawer Lateral File				10	
F-04	Box/Box/File File Pedestal				6	
F-08	Four Drawer Lateral File				1	
FS-01	File/Storage Combination Unit				1	





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BID PACKAGE

**1**

BID SUMMARY

Item #	Description	Substituted Manufacturer	Substituted Product #	Unit Cost	Qty.	Extended Cost
D-02	30" x 66" Double Pedestal Desk				5	
D-06	36" x 72" Double Pedestal Desk				1	
T-05	42" Dia. Table				1	
T-05A	36" Dia Table				1	
T-10	36" x 72" Conference Table				1	
T-10A	48" x 96" Conference Table				1	
CH-05A	Guest Chair				20	
CH-05B	Guest Chair				6	
CH-05C	Guest Chair				5	
F-05	Laminate Lateral File/Shelf Combination				3	
F-06	Three Drawer Lateral File				2	
F-07	Four Drawer Lateral File				2	
CR-1	Lateral File storage Credenza w/ OH Stor.				1	
CR-2	Full File Storage Credenza				5	





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BID PACKAGE  
**1**  
 BID SUMMARY

Item #	Description	Substituted Manufacturer	Substituted Product #	Unit Cost	Qty.	Extended Cost
T-01	30" x 72" Activity Table				60	
T-01A	24" x 60" Activity Table				29	
T-01B	36" x 72: Activity Table				1	
T-02	Horshoe Shape Activity Table				19	
T-03	Kidney Shape Activity Table				20	
T-13	42" Dia Activity Table				1	
<b>TOTAL FOR GROUP D - GENERAL FURNISHINGS \$</b>						

Item #	Description	Substituted Manufacturer	Substituted Product #	Unit Cost	Qty.	Extended Cost
AR-01	7'-8" x 10'-9" Area Rug				29	
<b>TOTAL FOR GROUP E - GENERAL FURNISHINGS \$</b>						



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**FURNITURE SPECIFICATIONS**

Caesar Rodney School District  
 Allen Frear Elementary School  
 238 Sorghum Mill Road  
 Camden, Delaware 19934

BID PACKAGE  
**1**  
 BID SUMMARY

Item #	Description	Substituted Manufacturer	Substituted Product #	Unit Cost	Qty.	Extended Cost
T-07	42" x 42" Library Table				9	
T-11	36" Dia. Occasional Table				2	
B-01	Bench				1	
CH-07	Lounge Chair				7	
<b>TOTAL FOR GROUP F - GENERAL FURNISHINGS \$</b>						

Item #	Description	Substituted Manufacturer	Substituted Product #	Unit Cost	Qty.	Extended Cost
CH-03A	Executive Task Chair				1	
CH-03B	Task Chair with Arms				14	
CH-03C	Teacher Task Chair with Arms				46	
CH-04	Conference Task Chair				8	
<b>TOTAL FOR GROUP G - GENERAL FURNISHINGS \$</b>						



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**FURNITURE SPECIFICATIONS**  
 Caesar Rodney School District  
 Allen Frear Elementary School  
 238 Sorghum Mill Road  
 Camden, Delaware 19934

BID PACKAGE  
**1**  
 BID SUMMARY

Item #	Description	Substituted Manufacturer	Substituted Product #	Unit Cost	Qty.	Extended Cost
CH-02	Armless Stacking Chair				135	
ST-02	Armless 30" Stool				2	
<b>TOTAL FOR GROUP H-- GENERAL FURNISHINGS \$ _____</b>						

Item #	Description	Substituted Manufacturer	Substituted Product #	Unit Cost	Qty.	Extended Cost
S-01	30 Slot Mail/Portfolio Cabinet				35	
<b>TOTAL FOR GROUP I - GENERAL FURNISHINGS \$ _____</b>						

Item #	Description	Substituted Manufacturer	Substituted Product #	Unit Cost	Qty.	Extended Cost
NB-01	Patient Bed				5	
NC-01	Portable Treatment Table				4	
ST-03	Exam Stool				2	
SS-01	Heavy Duty Step Stool				5	
<b>TOTAL FOR GROUP J - GENERAL FURNISHINGS \$ _____</b>						

ALLEN FREAR ELEMENTARY SCHOOL  
 BSA+A PROJECT #10.076

BID PACKAGE #1  
 FURNITURE



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**FURNITURE SPECIFICATIONS**

Caesar Rodney School District  
 Allen Frear Elementary School  
 238 Sorghum Mill Road  
 Camden, Delaware 19934

BID PACKAGE  
**1**  
 BID SUMMARY

Item #	Description	Substituted Manufacturer	Substituted Product #	Unit Cost	Qty.	Extended Cost
US-01	18" Utility Shelf				24	
US-02	24" Utility Shelf				21	
<b>TOTAL FOR GROUP K - GENERAL FURNISHINGS \$</b>						

Item #	Description	Substituted Manufacturer	Substituted Product #	Unit Cost	Qty.	Extended Cost
T-12	Computer Table with Power				27	
T-12A	Computer Table				2	
TE-01	Power In-feed				8	
TE-02	Electrical Jumper Cable				19	
<b>TOTAL FOR GROUP L- GENERAL FURNISHINGS \$</b>						



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**FURNITURE SPECIFICATIONS**

Caesar Rodney School District  
 Allen Frear Elementary School  
 238 Sorghum Mill Road  
 Camden, Delaware 19934

BID PACKAGE

**1**

BID SUMMARY

Item #	Description	Substituted Manufacturer	Substituted Product #	Unit Cost	Qty.	Extended Cost
BD-01	Book Drop				1	
<b>TOTAL FOR GROUP M - GENERAL FURNISHINGS \$</b> _____						

Item #	Description	Substituted Manufacturer	Substituted Product #	Unit Cost	Qty.	Extended Cost
TB-01	Tack Board with Wood Frame				2	
<b>TOTAL FOR GROUP N - GENERAL FURNISHINGS \$</b> _____						

<b>TOTAL FOR FURNISHINGS</b>						
						\$ _____

