

DATE: July 12, 2016

TO: ALL OFFERERS

FROM: Steve Gherke
Project Manager, Delaware State Housing Authority

SUBJECT: ADDENDUM TO INVITATION TO BID - CONTRACT NO. DSHA16-201532,
Kitchen Replacements at Lavery Lane.

ADDENDUM #1

All other terms and conditions remain the same.

If you have any questions, please contact me at 302-739-7416 or via email at steve@destatehousing.com.



**Kitchen Replacements at Lavery Lane
Addendum #1; Pre-Bid Meeting**

Date: July 7, 2016
Time: 10:00 AM
Location: Hickory Tree Community Center
Attendees: Steve Gherke, DSHA
Carey Golt, DSHA
Beverly Young, DSHA
Joe Zebbeckes, Brandywine Design Guild
Christopher Bourne
(see attached sign in sheet for contractors)

This addendum modifies the contract documents prepared by The Delaware State Housing Authority, Inc. for this project and is incorporated into said documents in its entirety.

Salient items covered during the pre-bid meeting are covered below:

- AD 1.1. Steve Gherke covered the following items:
- 1.1 Documents supplied on CD for this job.
 - 1.2 Davis Bacon wage rates do apply. DSHA will do interview of employees while on site. Require certified weekly payroll with pay application. HUD paperwork required and DSHA will assist with forms if needed.
 - 1.3 Insurance requirements outlined in project manual.
 - 1.4 DSHA Section 3 requirements and forms for the job.
 - 1.5 Sub-contractors must have workers compensation with minimum amounts as in contract documents. DSHA will check.
 - 1.6 Bid forms required are in the project manual.
 - 1.7 Job is bonded so bid bond will be required. See project manual for bid and performance bond, insurance, license etc. requirements.
 - 1.8 Tenants will occupy spaces during construction. 48 hr required notice to tenants. Contractor will coordinate with site management.
 - 1.9 Working hours are Monday through Friday 8:00AM to 4:30PM unless agreed otherwise with site management.



- 1.10 Job duration: 120 days from Notice to Proceed. Liquidated damages of \$100 per day beyond duration.
- 1.11 AIA forms will not be used for the job. HUD forms will be used (see project manual).
- 1.12 Draws: Submit monthly. 10% retainage for entire project duration.
- 1.13 Contact for re-visit prior to bidding if required: Site Manager Beverly Young at (office) 302-337-3266.
- 1.14 Section 3 Requirements reviewed. Doris Hall is program coordinator. She can be reached at 302-739-4263 or email DORIS@destatehousing.com
- AD 1.2. RFI's (Requests for Information/Interpretation) are due to architect in writing by 12:00 Noon Thursday, July 14, 2016 so any addendum items can be communicated to all bidders by 8:00 AM July 15, 2016 without adjusting the bid opening date.
- AD 1.3. Bids are due 2:00 PM Thursday July 21, 2016 at the Housing authority office, 18 The Green, Dover DE 19901
- AD 1.4. Identification of trade sub-contractors to be included in bid documents:
 - 4.1 Carpentry
 - 4.2 Painter
 - 4.3 Plumbing
 - 4.4 Electrician
 - 4.5 Mechanical (for duct cleaning)
- AD 1.5. JAZ reviewed scope of work.
 - 5.1 Apartments;
 - 5.2 Material Substitutions;
- AD 1.6. All did outdoor inspection of 4 typical kitchen layouts (2 standard, 2 ADA).
- AD 1.7. Attached is the Sign-In Sheet from the pre-bid meeting.

Attachments:

Sign-in Sheet (2 Pages)

-- END OF ADDENDUM #1 --

**KITCHEN REPLACEMENTS AT LAVERTY LANE
PRE-BID MEETING**

Thursday, July 7, 2016 10:00 a.m.

Sign-In Sheet

**DSHA WILL NOT BE RESPONSIBLE FOR ISSUING ADDENDA IF COMPLETE
INFORMATION IS NOT PROVIDED BELOW**

Please PRINT
Use 2 lines if necessary

<u>Check #</u>	<u>CD#</u>	<u>Name & Organization</u>	<u>Address</u>	<u>Phone/Fax #</u>	<u>E-Mail</u>
2446	2	Justin Whitaker BRS	Po Box 237 Harrington DE	302 786-2326	Scott@bri.com
"	"	Dennis Delmonico BRS	" " " " " "	" " " "	" "
27257	3	Steve Sorbo Amakor, Inc.	P.O. Box 636 Delaware (City, DE 19706	302-834-8664 302-834-8681 Fax	Amakor@aol.com
		Daniel Mills Delmonico Veteran Builders	212 Main St Salisbury MD	410 251-3822	daniel@delmonico-veteran-builders.com
		Norman W. Johnson	108 LAKEFRONT BR DOVER DE 19904	302-697-2264	
		JOE ZEBLECKES BDG LLC	5 MENDHAM GLEN LANE WILMINGTON, DE 19810	302-985-7028 (F) 302-475-1004	ZEBLECKES@VERIZON.NET
		Steve Gherke DSHA	18 The Green Dover, DE 19901		Steve@delstatehousing.com



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