

**DELAWARE STATE UNIVERSITY**  
**GROSSLEY HALL SECOND FLOOR RENOVATIONS**

**DSU Contract # PC-2014-005-GHSFR**

**DBF #2325A001.002**

**MAY 27, 2014**

**ADDENDUM NO. 1**

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The work herein shall be considered part of the bid documents for the referenced project and carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Acknowledge receipt of addendum on the bid form as indicated.

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ITEM NO. 1: Provide and install a metal stud chase at existing pipe in I.T. Office 209, see attached sketch, **SK-1**.

ITEM NO. 2: Refer to D1: demolition notes 3, 4, 6, and 12 do not apply.

ITEM NO. 3: Refer to A1: drawing note 5 does not apply.

ITEM NO. 4: Refer to M2, RTU detail: the contractor shall provide and install new circuit wire feed ran from the electrical panel to the new device in lieu of connecting the existing wiring at RTU-1.

ITEM NO. 4: Refer to E1: Lighting fixture "B" shall be deleted. Lighting fixture "A" shall be installed as follows: (1) one fixture in Server 215, (1) one fixture in Elec. Closet 210, and (2) two fixtures in Closet 211.

ITEM NO. 5: Refer to lighting fixture schedule on E1: In lieu of 32W lamp for lighting fixture "A", the contractor shall provide and install 25W lamps.

ITEM NO. 6: Refer to details H10 and O10 on sheet A4: Detail H10 will be utilized at the (2) condensing unit removal locations, refer to M1 for additional mechanical demolition scope. Detail O10 does not apply, the design utilizes the existing curbs for ERV-1 and RTU-1. As noted on drawing A4, the contractor is responsible to visit the site to determine the extent of all patching.

ITEM NO. 7: Clarification to damming noted on detail H10/A4: The design intent is to provide a solid infill such it does not prevent a soft spot on the roof. The contractor shall fasten 12X12 metal plate to the metal decking to create a solid infill.

ITEM NO. 8: Clarification: As indicated in the front end of the specifications, Liquidated damages are in place for this contract. This condition is in place to safeguard the University from unfortunate experiences that have occurred in the past. The completion date will be based upon the start date and the completion date indicated on the schedule, which shall be submitted as part of the bid. Any delays during construction, which can be substantiated with reasonable written documentation, which are beyond the control of the general contractor and his sub-contractors or materials suppliers, shall extend the completion date accordingly.

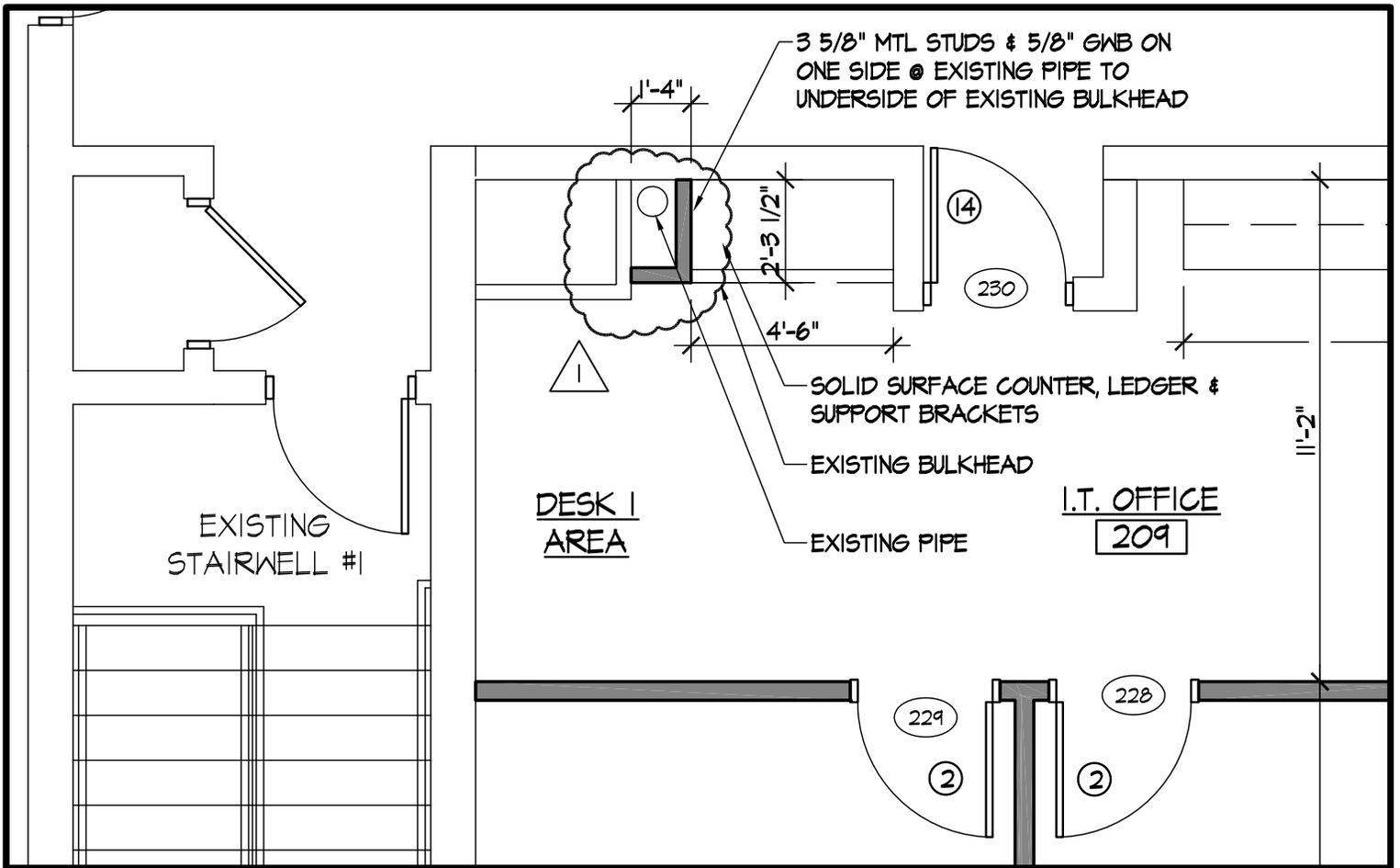
ITEM NO 9: Clarification, solid surface: Refer to specification section 12 30 00, CASEWORK, paragraph 2.2 and 2.3 for additional solid surface specification information.

ITEM NO 10: Refer to Door 222: In lieu of a double track sliding door, provide and install a triple track with (3) three 42" wide door leafs.

ITEM NO11: ***Pre-Bid Sign-in Sheet***: Please see attached sheet for a list of the attendees at the mandatory pre-bid.

ITEM NO12: ***Pre-Bid Meeting Minutes***: Please see above. These are now integral to the bidding documents.

END ADDENDUM



ADDENDUM 1: ADD CHASE AT EXISTING PIPE AS NOTED



DAVIS, BOWEN & FRIEDEL, INC.  
ARCHITECTS, ENGINEERS & SURVEYORS

SALISBURY, MARYLAND 410-543-9091  
MILFORD, DELAWARE 302-424-1441

**DSU - GROSSLEY HALL**  
**CMNST ACADEMIC ADVISEMENT**  
**2nd FLOOR OFFICE**  
**RENOVATIONS - PHASE 1**  
**DOVER, DELAWARE**

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Dwg.No.:

**SK1**

Date:  
5/23/14

Scale:  
NTS

Proj.No.: 2325A001A

PRE BID SIGN IN SHEET

Thursday, May 22, 2014

DSU - Grossley Hall Second Floor Renovations

DBF # 2325A001.A01

NAME	REPRESENTING	PHONE	EMAIL
Michael Bauman	DBF	424-1441	mpb@dbfinc.com
Brian Smith	BSS	484-256-4986	Bsmith@bsscontractor.com
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Michael R. Wigley, AIA, LEED®AP  
Randy B. Duplechain, P.E.  
Charles R. Woodward, Jr., LS  
W. Zachary Crouch, P.E.  
Michael E. Wheedleton, AIA  
Jason P. Loar, P.E.  
Ring W. Lardner, P.E.  
Gerald G. Friedel, P.E.

**PRE-BID MEETING MINUTES  
DELAWARE STATE UNIVERSITY  
GROSSLEY HALL SECOND FLOOR RENOVATIONS  
DSU Contract # PC-2014-005-GHSFR  
DBF #2325A001.002  
MAY 22, 2014**

***In Attendance***

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Delaware State University: Khalid Zerrad  
J.T. Bartlett

Davis, Bowen & Friedel, Inc.: Michael Bauman Phone: 302-424-1441

Contractor attendees: *See attached sign-in sheets*

***Items Discussed***

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1. The sign-in sheet was distributed. Attendance at this pre-bid meeting is mandatory for general contractors to submit a bid.
2. **Revised deadline for questions:** All questions during the bidding shall be submitted in writing to Jessica Wilson, Director of Purchasing, email: jwilson@desu.edu. Please have requests for information or substitution to Jessica by the **end of business on Friday, May 30, 2014**. No addenda will be issued 48 hours before the bid deadline, unless to extend the bid.
3. **Revised Bid Due Date:** **Bids will be due June 3, 2014 at 3:00 p.m.** If the bid date and time change, the revised date and time will be issued via written Addendum by May 30, 2014. Please allow extra time when submitting bids to account for possible delays. No late bids will be considered. At the bid opening, only the base bid and alternates will be read out loud. A request can be submitted in writing to receive additional information.
4. A walkthrough took place after the Prebid meeting. Contact Jessica Wilson to schedule additional visits.
5. State of Delaware and Kent County wage rates will apply. Certified copies of the current rates are included in the specifications.

6. The construction documents were reviewed by the City of Dover for Fire Marshal and Building Code Review.
7. Testing and balancing shall be required as indicated in specification section 15990. All testing and balancing shall be completed by a third party inspection agency.
8. Locked dumpsters and storage units are required. The University will provide the location for these at the preconstruction meeting.
9. The contractor will be responsible for having a supervisor on site at all times during work of any subcontractors or their own forces, including punch-list work.
10. The subcontractor list must accompany the Bid Form and be fully completed in order to submit a qualifying bid. All subcontractors must be licensed to practice their trade in the State of Delaware. The prime General Contractor must also be licensed in the State of Delaware.
11. The Owner will provide electric and water service.
12. Materials will need to be on site prior to request for payment for those materials by the contractor.
13. Electronic copies of the Bid drawings will be emailed to all attendees of the pre-bid meeting.
14. This project does not contain any alternates.
15. A construction schedule must be submitted with the bid, refer to Addendum #1, regarding enforcement of liquidated damages.
16. DSU will be responsible for all abatement. The GC must coordinate work and demo certain items prior to abatement.

Any changes, additions or deletions to these minutes should be submitted in writing to Davis, Bowen & Friedel, Inc., within ten (10) days.

Respectfully Submitted,  
*DAVIS, BOWEN & FRIEDEL, INC.*



Michael Bauman, AIA  
Architect - Project Manager

Prebid Meeting Minutes  
Delaware State University - Grossley Hall Second Floor Renovations  
May 22, 2014  
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Enc.: Pre-bid sign-in sheets  
cc: All attendees