

Addendum #1

Date: June 17, 2014
Project: Laws Hall Fire Alarm Retrofit
Contract: PC-2014-010-LHFAR

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.

Clarifications:

1. Any contractors interested in an additional walk-thru must be scheduled thru Jessica Wilson, DSU Purchasing.
2. As indicated in Specification Section 28 31 00 – Fire Detection and Alarm, Paragraph 1.06.D, an alternate will be considered for a two (2) year extended warranty on equipment and workmanship. This will be add Alternate #1, bid form has been revised accordingly. **See attached.**
3. Per discussion with the City of Dover the demolition of the existing fire alarm system can be completed simultaneously with the construction/installation of the new system.

Changes to Drawings:

1. Drawing E.9.1 has been revised per attached sketch SK-E.1. **See attached.**

Changes to Specifications:

1. The bid form has been revised to reflect add alternate items. **See attached.**
2. Specification Section 28 31 00 – Fire Detection and Alarm.
 - a. Paragraph 2.01.B. Fire Alarm Control Units – Other Acceptable Manufacturers. The following has been added: 4. EST, www.edwardsfiresafety.com. Please note that all products submitted are subject to engineer review and will be held in strict conformance with the basis of design products.
 - b. Add the following Paragraph 2.05.G.5 – *Provide a deduct alternate to supply and install fire alarm conductors as follows in lieu of the specified conductors. “All conductors shall be a minimum of #16 gauge, solid copper, 600V., THHN, THWN, or TFN. Fire alarm rated MC cable is also approved for concealed spaces and in plenums.”* Refer to revised bid form. **See attached.**
 - c. Paragraph 2.05.K – Pricing for the “Documentation Storage Cabinet” shall be excluded from the base bid and will be submitted as Alternate #3. Refer to revised bid form. **See attached.**

General Information:

1. As a courtesy, Bid documents will be provide to all pre-bid attendees as a part of Addendum #1.
2. Pre-Bid Sign-in Sheet: Please see attached sheet for a list of the attendees at the mandatory pre-bid.
3. Pre-Bid Meeting Minutes: Please see attached. These are now integral to the bidding documents.

Contractor's Questions:

1. **Question:** I would like to add to your bid package in Part 2 Products, 2.01 Manufacturers EST as a Fire alarm control unit. We as a company represent EST products, and our product has the same capability as the other manufacturers you have listed in your bid package. We would like to bid on this project and I thank you for your time. **Answer:** Refer to section "Changes to Specifications," herein.

END

This drawing is the property of StudioJAED and is prepared for the exclusive use of its clients at the location indicated. No other use is authorized or intended.

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REVISIONS	
DESCRIPTION	DATE
△ ADDENDUM #1	6.17.14

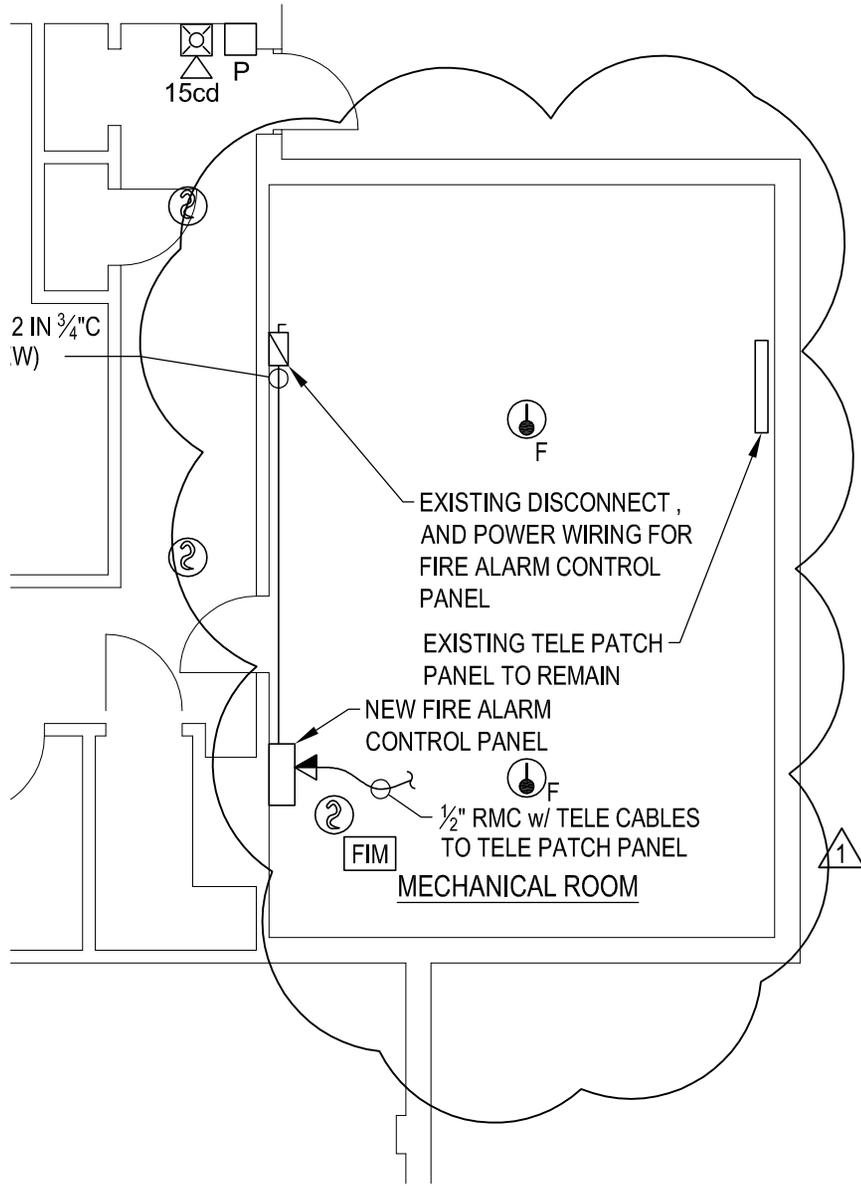
DELAWARE STATE UNIVERSITY
 FIRE ALARM DESIGN
 LYDIA P. LAWS RESIDENCE HALL
 1200 N. DUPONT HIGHWAY
 DOVER, DELAWARE 19901

PROJECT
 SHEET TITLE

FIRE ALARM REVISION

REF. E.9.1

DRAWN ABD	CHWD/DESIGNER PP
DISCIPLINE E	SHEET NO. SK-E.1
PROJECT NO. 14019	



BASEMENT FIRE ALARM PLAN

SCALE: 1/8" = 1'-0"

6/17/2014 10:42 AM



BID FORM
DSU Laws Hall Fire Alarm Retrofit
Contract: PC-2014-010-LHFAR
Date: June 19, 2014
Time: 3:00 pm

SUBMITTED BY:

TO:

Delaware State University
Administration Bldg,
Purchasing, Room 321
1200 N. DuPont Highway
Dover, DE 19901-2277

Attn: Jessica Wilson,
Director of Purchasing

We, contractor's company name, shall furnish all labor, materials, equipment, tools, facilities, supplies, and services and do all things necessary for the above referenced contract, in accordance with Delaware State University's Site Conditions, General Conditions and as further described herein.

A. PRICES (Note: project is subject to prevailing wages)

1. Our lump sum price for the foregoing is \$_____ (Figures).
 - _____ (Written Out).
2. Alternates: Alternate prices conform to applicable project specification section. Refer to the drawing specifications for a complete description of the following Alternates. An "ADD" or "DEDUCT" amount is indicated by the crossing out the part that does not apply.
 - a. **Alternate #1:** Two year Extended Warranty on Fire Alarm System Net - ADD / DEDUCT
 - _____ (Figures).
 - _____ (Written Out).
 - b. **Alternate #2:** Standard Wiring in lieu of Aerospace Cable Net - ADD / DEDUCT
 - _____ (Figures).
 - _____ (Written Out).
 - c. **Alternate #3:** Document Storage Cabinet per Specification 283100 Net - ADD / DEDUCT
 - _____ (Figures).
 - _____ (Written Out).
3. At DSU's option, changes or additional work to the contract scope, which are requested, directed or agreed to by DSU, may be handled on the following basis:
 - a. Lump Sum - For which we will provide complete documentation, including, but not limited to, estimate sheets reflecting the cost of labor, material, equipment, taxes, insurance, permits, overhead, and profit to support our proposal.
 - b. Unit Price - The following unit prices for work complete in place include all costs incidental thereto and when multiplied by the actual quantities of work performed, will determine our compensation for unit price work:
 - c. Time-and-Material - For which we will be reimbursed for the following items only:
 - (1) Labor - To be supported by time sheets signed by both our and DSU's site representatives, and billed in accordance with the attached schedule(s) of all-inclusive rates covering:
 - (a) Straight-time or premium-time wages, fringe benefits, subsistence and/or travel allowances, in accordance with applicable labor agreements or Contractor's established policies, for direct and indirect field labor up to and including the level of hourly-paid General Foreman.

- (b) Taxes including, without limitation, Federal and State Unemployment taxes, and FICA taxes.
 - (c) Insurance including, without limitation, Workers' Compensation, Employer's Liability, Commercial General Liability Insurance, and Automotive Insurance.
 - (d) Overhead to cover all other costs not otherwise reimbursed including, but not limited to:
 - small tools (small tools shall be those costing less than \$2,500 new)
 - consumable supplies (including welding rod, gases, fuel, etc.) unless otherwise agreed in writing by DSU.
 - field office expenses, including, without limitation, telephone service, utilities and travel expenses
 - home office management and overhead
 - field administration and supervision above the level of General Foreman
 - (e) Profit.
- (2) Construction Equipment and Large Tools (large tools shall be those costing \$2,500.00 or more new).
- (a) Owned by Contractor: At rates shown on the attached list of rental rates dated _____. Notwithstanding any provisions on said list, the rates include all fuel, lubricants, maintenance, and standby costs. Charges shall be based only on actual hours of operation.
 - (b) Rented from a Third Party: At actual cost including applicable tax plus ____% of such actual costs and supported by invoices. Rental of construction equipment and large tools shall be approved in advance by DSU.
 - (c) Materials at actual costs, including applicable tax plus ____ % of such actual cost for materials purchased by Contractor and supported by invoices. Consumable supplies are not reimbursable under this item.
 - (d) Subcontracts at actual cost, determined in the above manner and supported by invoices plus ____ % of such actual cost. We will submit schedule(s) of labor billing rates, rental rates, and mark-up for materials for each subcontractor within _____ working days following submission of this proposal.
- (3) **Retainage** will be withheld in the amount of **10%** until all final punch-list items are completed.

B. PROPOSED SUBSTITUTION OF MATERIAL AND EQUIPMENT

All material and equipment included in our lump sum price is in accordance with the specifications issued with DSU's Invitation to Bid. We submit below our proposed substitutions which we consider equal to those specified and include (1) sufficient descriptions to allow comparison, and (2) the

effect the substitutions would have on our lump sum price and schedule if our proposed substitutions are accepted by DSU.

Specified Material	Proposed Equal Material	Effect on our Proposal
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

C. WORK SCHEDULE

1. We understand that DSU’s schedule is defined below. By submitting a Bid, we agree to meet this schedule unless otherwise noted. Our proposed detailed project schedule shows more fully the sequence of activities necessary to meet the specified schedule.
 - **Contractor will begin work via Notice to Proceed or Official Purchase Order by July 11, 2014. (subject to change)**

Our proposed (**attached**) detailed project schedule shows more fully the sequence of activities necessary to meet the specified schedule. *The project schedule is a very important part of a complete bid and not submitting a viable schedule will be a justifiable reason to reject the bid.*

We can begin work _____ calendar days after notification of award and will require _____ calendar days thereafter to complete the work. Work on the project will begin _____ calendar days after Letter of Intent.

2. Work Hours

Work during “regular hours” at this site is being performed on a single shift, eight hours per day, 7:30 AM to 4:30 PM, and five days per week, Monday through Friday. To meet the schedule established on the basis of Item 1 above, our proposed work hours will be ____ hours per day, ____ AM to ____ PM, and ____ days per week, _____ through _____ the cost of which is reflected in our lump sum price. Our lump sum price also includes any mandatory off-hours work required per special conditions.

D. SITE SUPERVISOR

We propose to use _____ as our site supervisor. A resume of his/her qualifications is **attached**.

We understand that DSU reserves the right to interview him/her prior to contract award/prior to start of work and to reject him/her if not considered acceptable. If rejected, we will propose alternate personnel for the position who will be subject to the same review and acceptance procedure, at no increase in our lump sum proposal.

We also understand DSU reserves the right to reject our bid if we are unable to provide a site supervisor acceptable to DSU within thirty (30) calendar days after submission of this bid.

E. SUBCONTRACTORS

The following subcontractor trades and their subcontractors are intended to be used on this contract.

Subcontracted Trade	Subcontractor Name	Address	MBE
<i>(Example) ABC's</i>	<i>XYZ Contractor</i>	<i>123 Fairytale Drive, Dover, DE 19901</i>	<i>Yes/No</i>
Demolition			
Fire Alarm System			
Electrical			
Wire Testing			
Other			

F. REMARKS

1. We have received the following Addenda:

Addendum Number & Description	Date
1.	
2	
3	
4	

2. In accepting a contract with DSU, we agree that a description of the work performed will not be used for publicity purposes.
3. We have read the General Conditions and accept all provisions contained therein.
4. Our Bid Price is firm based on contract award within **ninety (90)** calendar days of the date of submittal of this bid.
5. We have reviewed the safety requirements specified or referenced in the General Conditions, the Site Conditions, and Scope of Work for the Project and are familiar with federal, state, and local safety regulations (including the Occupational Safety and Health Act). We hereby affirm our commitment to perform the work safely and in compliance with all contractual safety regulations and requirements.

6. Our proposal is based on the bid documents, including any Addenda, and the written information contained therein, and any "Remarks" or "Clarifications" noted herein or attached hereto. We understand that we will not be compensated at a later date for claimed additional costs based on oral information received during the bid period, but which is not identified in our proposal and subsequently accepted in writing by DSU.

7. Remarks or Clarifications:

Signature Required

Print Name

Contractor's License Number(s) Applicable State/City

Signature

Date

Title

Phone

STATE OF DELAWARE
OFFICE OF MANAGEMENT AND BUDGET

BID BOND

TO ACCOMPANY PROPOSAL
(Not necessary if security is used)

KNOW ALL MEN BY THESE PRESENTS That: _____
_____ of _____ in the County of _____
_____ and State of _____ as **Principal**, and _____
_____ of _____ in the County of _____
and State of _____ as **Surety**, legally authorized to do business in the State of Delaware
("State"), are held and firmly unto the **State** in the sum of _____
_____ Dollars (\$ _____), or _____ percent not to exceed _____
_____ Dollars (\$ _____
_____) of amount of bid on Contract No. _____, to be paid to the **State** for the
use and benefit of _____ (*insert State agency name*) for which
payment well and truly to be made, we do bind ourselves, our and each of our heirs, executors,
administrators, and successors, jointly and severally for and in the whole firmly by these presents.

NOW THE CONDITION OF THIS OBLIGATION IS SUCH That if the above bonded
Principal who has submitted to the _____ (*insert State agency name*)
name) a certain proposal to enter into this contract for the furnishing of certain material and/or services
within the **State**, shall be awarded this Contract, and if said **Principal** shall well and truly enter into and
execute this Contract as may be required by the terms of this Contract and approved by the _____
_____ (*insert State agency name*) this Contract to be entered into
within twenty days after the date of official notice of the award thereof in accordance with the terms of
said proposal, then this obligation shall be void or else to be and remain in full force and virtue.

Sealed with _____ seal and dated this _____ day of _____ in the year of our Lord
two thousand and _____ (20____).

SEALED, AND DELIVERED IN THE
Presence of

Name of Bidder (Organization)

Corporate
Seal

By:

Authorized Signature

Attest _____

Title

Name of Surety

Witness: _____

By:

Title



DELAWARE STATE UNIVERSITY

OFFICE OF FACILITIES MANAGEMENT

1200 N. DuPont Highway
Dover, Delaware 19901-2277

Laws Hall Fire Alarm Retrofit
Contract: PC-2014-010-LHFAR
Mandatory Pre-bid Meeting
June 10, 2014 2:00PM

Meeting Location: Delaware State University
Laws Hall

Meeting Attendees:

(Refer to attached Sign-In Sheet)

1. **Attendee Sign-In:**
 - a. Sign-in sheet was circulated. All attendees signed in. Sign-in sheet will be provided to each plan holder via Addendum #1.
2. **Responsible Parties:**
 - a. DSU: Jessica Wilson, Bidding Point of Contact
 - b. DSU: Khalid Zerrad, Construction Project Manager
 - c. DSU: J.D. Bartlett, Director of Planning and Construction
3. **Explanation of the project:**
 - a. As outlined in the Bid Advertisement. All documents can be obtained through the state bidding system at http://bids.delaware.gov/bids_detail.asp?i=2564&DOT=N. Please contact Jessica Wilson at jwilson@desu.edu with any questions or concerns with obtaining bid documents.
 - b. Environmental Remediation – All environmental remediation will be completed by the University.
 - c. Construction Schedule
 1. Anticipated Start of Construction Date – July 11th, 2014.
 2. Substantial Completion Date – August 15, 2014.
4. **Project Requirements:**
 - a. This project shall comply with all applicable State bid laws including, but is not limited to requirements for Bid Bonds and Performance Bonds.
 - b. The State of Delaware Prevailing Wage Rates apply to this project. Refer to the project manual for further information.
5. **Bid Form Review:**
 - a. It is essential that bid be submitted in its entirety including required forms & attachments, as indicated in the specifications. Submitted bid shall be lump sum. Submitted bid shall include pricing for each alternate.



DELAWARE STATE UNIVERSITY

OFFICE OF FACILITIES MANAGEMENT

1200 N. DuPont Highway
Dover, Delaware 19901-2277

- b. Subcontractors List section of the bid form shall not be left blank for any reason. Noncompliance may result in a rejection of submitted bid. If bidding contractor is doing the work in the place of a subcontractor, indicate accordingly on said form. The following subcontractor categories have been established and shall be reflected in each bid:
 1. Demolition
 2. Fire Alarm System
 3. Electrical
 4. Wire Testing
 5. Other
6. **Bid Submission:**
 - a. Bids will be accepted until **Thursday, June 19th, 2014 3:00pm**, at the Administration Building in Room 321 of the Delaware State University, Dover Campus. Bids will be publically opened and read immediately.
7. **Document Interpretations or Questions:**
 - a. All bidding related questions should be submitted in writing to Jessica Wilson. Questions, answers to questions, and clarifications will be provided via addendum.
 - b. Submit all requests and questions, in writing via email, no later than **Monday, June 16th, 2014, 4:00pm, EST.**
8. **Addenda**
 - a. The final addendum will be issued on, or before, **Tuesday, June 17th, 2014.**
9. **Question and Answers**
 - a. **Question:** Who is responsible for patching and painting?
Answer: Bid submission shall include all work necessary to carry out the scope of work indicated in the bid documents.

These notes represent the author's understanding of the issues discussed. Please contact the author with any discrepancies no later than three calendar days after receipt of these minutes. Otherwise, the contents of these minutes will be deemed accepted by all recipients.

/ng

Enclosure(s):

cc: All Attendees

DSU File

DSU Laws Hall Fire Alarm Retrofit
 Pre-Bid Meeting Sign-in
 June 10, 2014, 2pm

Name	Company	Email Address	Phone Number	Fax Number
J.D. Bartlett	DSU	-	-	-
Khalid Zerrad	DSU	-	-	-
Ev Lupanek	Studio JAW	lupanek@studiojard	302-932-4572	—
Bill Templater	Sec Instant	BTemplater@SecurityInstant.com	302-545-0065	—
Mike Satterfield	Shelly Sons Elect	J.Foster@ShellySons.com	444 4395	—
James Vanderslice	Nickle Electrical	JVanderslice@NickleElectrical.com	302-956-0066	—
Bryan Tubbs	Delcollo Electric	Wayne@delcolb.com	302-994-3400	995-1023
CHUCK ARNOLD	DIAMOND ELECTRIC	chuck@DIAMONDELECTRIC.ORG	302-697-3296	—
TOM GARGALAS	ELECTRICAL INTEGRITY LLC	TW GARGALAS @, COM. P.O. BOX 1061 middleton Del-19709	302 388-3430	—