

# Addendum #1

Date: July 7, 2015  
Project: Price 2<sup>nd</sup> Floor South HVAC Renovation Re-Bid  
Contract: FD-15-011

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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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## Clarifications:

1. The following products will be pre-purchased by Delaware State University:
  - a. Hydronic Pumps P-1, P-1A, P-4, P-5, P-6 & P-FP4.
  - b. Variable Air Volume Boxes VAV,21, VAV-22, VAV-23, VAV-24, VAV-25, VAV-226, VAV-27, VAV-28 Alternate #2, VAV-29 Alternate #2, VAV-30 Alternate #2, VAV-31, VAV-32, VAV-33, VAV-34, VAV-35, VAV-36 & VAV-37 Alternate #2.

The above products will be delivered to the project site F.O.B. Jobsite by the product vendor and off-loaded at the site under this Contract. Other duties under this Contract and associated with the above referenced products are as follows:

  - a. Designate required delivery date for each product in Construction Schedule.
  - b. Schedule delivery of Products with the Product Vendor a minimum of (21) days in advance of the required Product delivery date. Delaware State University will provide the contractor with the contact information for the associated product vendor.
  - c. Promptly inspect delivered products and receive products meeting the Project requirements.
  - d. Handle Products at the site including offloading, uncrating, disposal of crating material and storage, if required, in accordance with the manufacturer's instructions.
  - e. Protect from exposure to elements and from other damage.
  - f. Repair or replace items damaged as result of Contractor's operations.
  - g. Install, connect and finish Products in accordance with the Project requirements.
  - h. Schedule and perform Product start-up in accordance with specific Product specifications. The Project General Contractor is not responsible for any Vendor costs associated with start-up.
2. The following work will be completed concurrently under separate Contracts. The contractor for this Contract shall be required to coordinate the work under separate Contracts:
  - a. ATC including the following:
    - i. Required modifications to RTU-4 in order to perform the specified sequence of operations are to be included in ATC scope of work.
    - ii. Furnishing VFDs for base-mounted pumps are to be included in ATC scope of work.
  - b. Window and curtainwall replacement.
  - c. Asbestos abatement.
3. The following scopes of work associated with the ATC is to be included under this contract:

- a. The ATC contractor will furnish the control valves and they will be installed under this contract.
  - b. The ATC contractor will furnish the pump VFD's and they will be installed and wired under this contract.
  - c. Balancing.
4. All piping accessories and specialties including, but not limited to, valves, strainers, air separators, suction diffusers, etc. are to be provided under this Contract.
5. Relocation of existing furniture and furnishings within the limits of construction, as required for completion of their work shall be included in the Base Bid of this Contract.

#### **Changes to Specifications:**

1. The following specification sections are included in the Bidding Documents for reference only. Products will be supplied by Delaware State University.
  - a. 23 21 23 Hydronic Pumps
  - b. 23 36 00 Air Terminal Units
2. The following specification sections are included in the Bidding Documents for reference only. The work will be completed under separate Contract.
  - a. 23 09 13 Instrumentation and Control Devices for HVAC
  - b. 23 09 23 Direct-Digital Control System for HVAC
  - c. 23 09 93 Sequence of Operation for HVAC Controls
  - d. 26 29 23 Variable Frequency Motor Controllers

#### **Changes to Drawings**

1. Drawing A2.1
  - a. Disregard Demolition Note D-6. Demolition of the existing partition walls in the Graduate Studies Office will be completed by the abatement contractor.
2. Drawing E9.1
  - a. Add ceiling-mounted devices as shown to 2<sup>nd</sup> floor electrical ceiling demolition plan. See sketch SK-E.1, attached.

#### **Alternates**

1. For Alternate 3 the contractor shall include the amount to be added to the Base Bid for completing the following scope of work in lieu of storing furniture and furnishings within the limits of construction:
  - a. Prior to starting construction, the contractor shall be responsible for removing old furniture and accessories including but not limited to desks, tables, chairs, bookshelves, credenzas, etc. and storing in temporary storage containers for the duration of the project. Storage containers and packing protection materials shall be provided by the contractor. Due to site constraints, the portable storage containers will be stored in Parking Lot#1, near the Alumni Stadium. Refer to *Move Staging and Storage Diagram* which has been enclosed for calculation of move logistics. Any equipment that cannot be relocated due

to permanent mounting shall be protected from damage from all construction activity, by the contractor. Upon final site cleaning, the contractor will return all furniture and accessories to its original location. The University will temporarily relocate all computers, copiers, telephones and other sensitive electronics. Timing shall be coordinated by the contractor.

**Attachments**

1. Moving, Staging & Storage Diagram
2. Sketch SK-E.1

**END**



# DELAWARE STATE UNIVERSITY

OFFICE OF FACILITIES MANAGEMENT

1200 N. DuPont Highway  
Dover, Delaware 19901-2277

Delaware State University  
Price 2<sup>nd</sup> Floor South HVAC Renovation, Re-Bid  
Contract: FD-15-011  
Mandatory Pre-bid Meeting  
July 2, 2015, 1pm

## MEETING MINUTES

Meeting Location: Delaware State University  
Price Building  
Dover, Delaware

Meeting Attendees:  
(Refer to attached Sign-In Sheet)

1. **Attendee Sign-In:**
  - a. Sign-in sheet was circulated. All attendees are signed in. Sign-in sheet will be distributed as part of Addendum #1.
2. **Responsible Parties:**
  - a. DSU: Jessica Wilson, Director of Purchasing
  - b. DSU: J.D. Bartlett, Director of Planning and Construction
  - c. DSU: Khalid Zerrad, Construction Project Manager
  - d. Studio-Jaed: Ed Lupinek, Engineer
3. **Explanation of the project:**
  - a. As outlined in the Bid Advertisement. All documents can be obtained through the state bidding system at [http://www.bids.delaware.gov/bids\\_detail.asp?i=2555&DOT=N](http://www.bids.delaware.gov/bids_detail.asp?i=2555&DOT=N). Please contact [ConstructionBid@desu.edu](mailto:ConstructionBid@desu.edu) with any questions or concerns with obtaining bid documents.
  - b. Construction Schedule
    1. Earliest Start of Construction Date – September 14, 2015
    2. Substantial Completion Date – December 23, 2015
4. **Project Requirements:**
  - a. This project shall comply with all applicable State bid laws including, but is not limited to requirements for Bid Bonds, Payment Bonds, and Performance Bonds.
  - b. The State of Delaware Prevailing Wage Regulations apply to this project. Refer to the project manual for further information.
5. **Bid Form Review:**
  - a. The Bid Form was briefly outlined. 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.
  - 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:

RE: Price 2<sup>nd</sup> Floor South HVAC Renovation Contract: FD-15-011  
Mandatory Pre-Bid Meeting Minutes  
July 8, 2015

1. Demolition
  2. Electrical
  3. HVAC
  4. Sheet Metal
  5. General Trades
  6. Masonry
6. **Bid Submission:**
- a. Bids will be accepted until **Friday, July 24, 2015 at 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 [ConstructionBid@desu.edu](mailto:ConstructionBid@desu.edu). Questions, answers to questions, and clarifications will be provided via addendum.
  - b. Submit all requests and questions, in writing via email, no later than **Tuesday, July 21, 2015, 4:00 pm, EST.**
8. **Addenda**
- a. The final addendum will be issued on, or before, **Wednesday, July 22, 2015.**
9. **Question and Answers**
- a. **Question:**  
**Answer:**

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.

/jdb

Enclosure(s): Pre-bid Sign-in Sheet

cc: All Attendees

Facilities Management File: N:\Planning and Construction\Projects\Price Building\FD-15-011 - 2nd Floor South HVAC\05-Re-Bid\Addenda\Pre-bid Meeting Minutes.docx



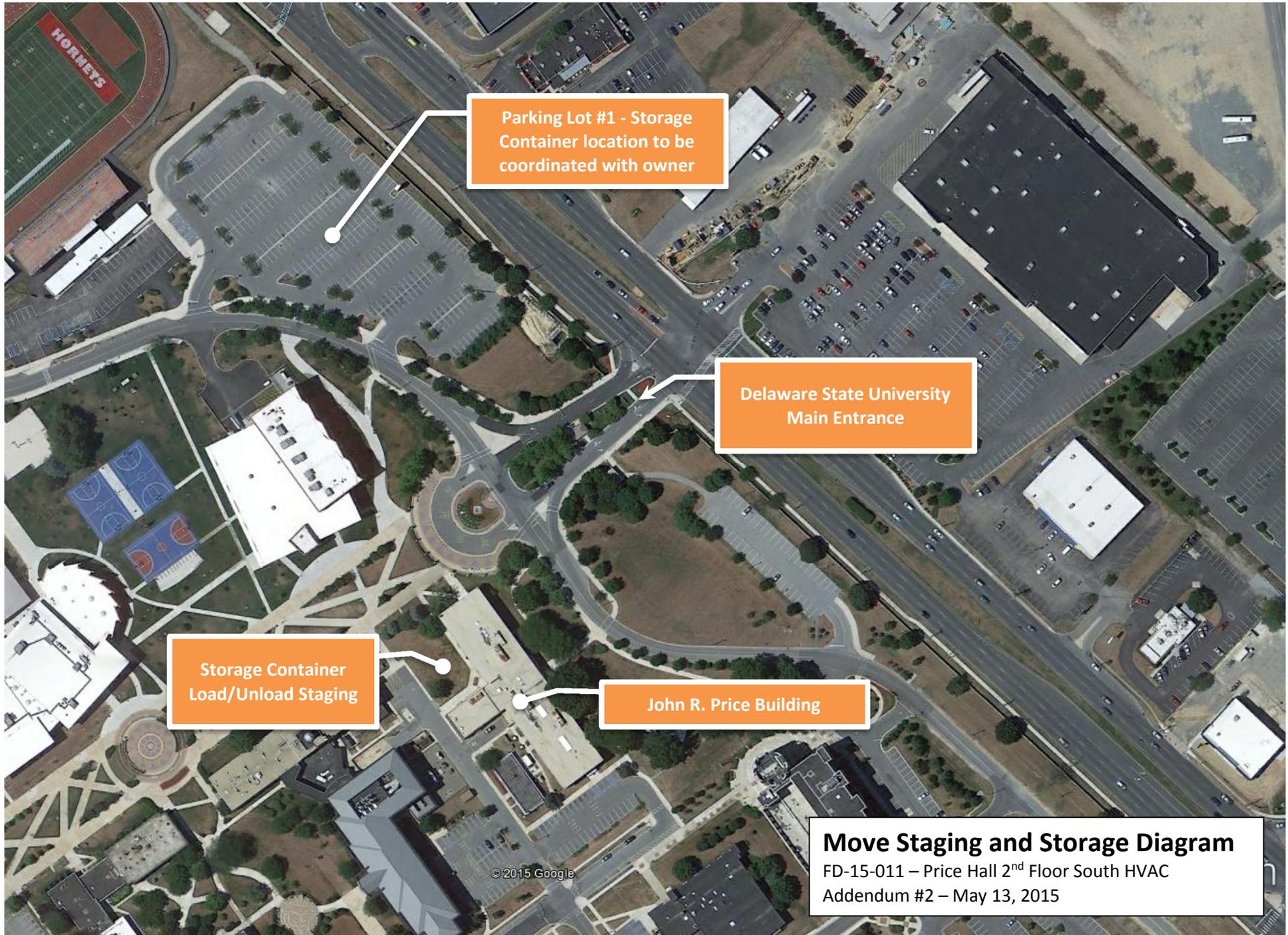
Attendee	Company Information	Attach Business Card
Printed Name: <u>Larry Swase</u> Signature: <u>[Signature]</u> Primary Contact: <input type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: <u>Kent Construction</u> Email: _____ Phone: <u>302 653-6468</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: <u>BETSY EITEL</u> Signature: <u>[Signature]</u> Primary Contact: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Primary Contact: <u>TOMLUCAS</u>	Company: <u>BARROFF CONST</u> Email: <u>beitel@barroffusa.com</u> Phone: <u>302254 3058</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: <u>[Signature]</u> Signature: <u>[Signature]</u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: <u>SCHLOSSER + ASSOCIATES</u> Email: <u>ABARORSA@HORMAN.COM</u> Phone: <u>302 437-5347</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	



Attendee	Company Information	Attach Business Card
Printed Name: <u>Isabel Dulac</u> Signature: <u>[Signature]</u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: <u>ITR</u> Email: <u>Isabel@ITRMECH.NET</u> Phone: <u>302 598 8101</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: <u>Tyrene Markes</u> Signature: <u>[Signature]</u> Primary Contact: <input type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: <u>Steve</u>	Company: <u>AnaKan INC</u> Email: <u>AnaKan@AKL.COM</u> Phone: <u>302 838 8664</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: <u>Rob Rattig</u> Signature: <u>[Signature]</u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: <u>Merkit Mechanical</u> Email: <u>Rattig@merkitmech.com</u> Phone: <u>302-366-8601</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	



Attendee	Company Information	Attach Business Card
Printed Name: <u>Teddi King</u> Signature: <u>Teddi King</u> Primary Contact: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Primary Contact: <u>Scott Schurman</u> <u>Cell 302-276-6133</u>	Company: <u>BRS Consulting</u> Email: <u>scott@brsconsulting.com</u> Phone: <u>302-986-2326</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: <u>Anthony S. Degli Obizzi</u> Signature: <u>Anthony S. Degli Obizzi</u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: <u>302-275-5459</u> <u>anthonyS@degli.com</u>	Company: _____ Email: _____ Phone: _____ Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: _____ Signature: _____ Primary Contact: <input type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: _____ Email: _____ Phone: _____ Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO	



Parking Lot #1 - Storage Container location to be coordinated with owner

Delaware State University Main Entrance

Storage Container Load/Unload Staging

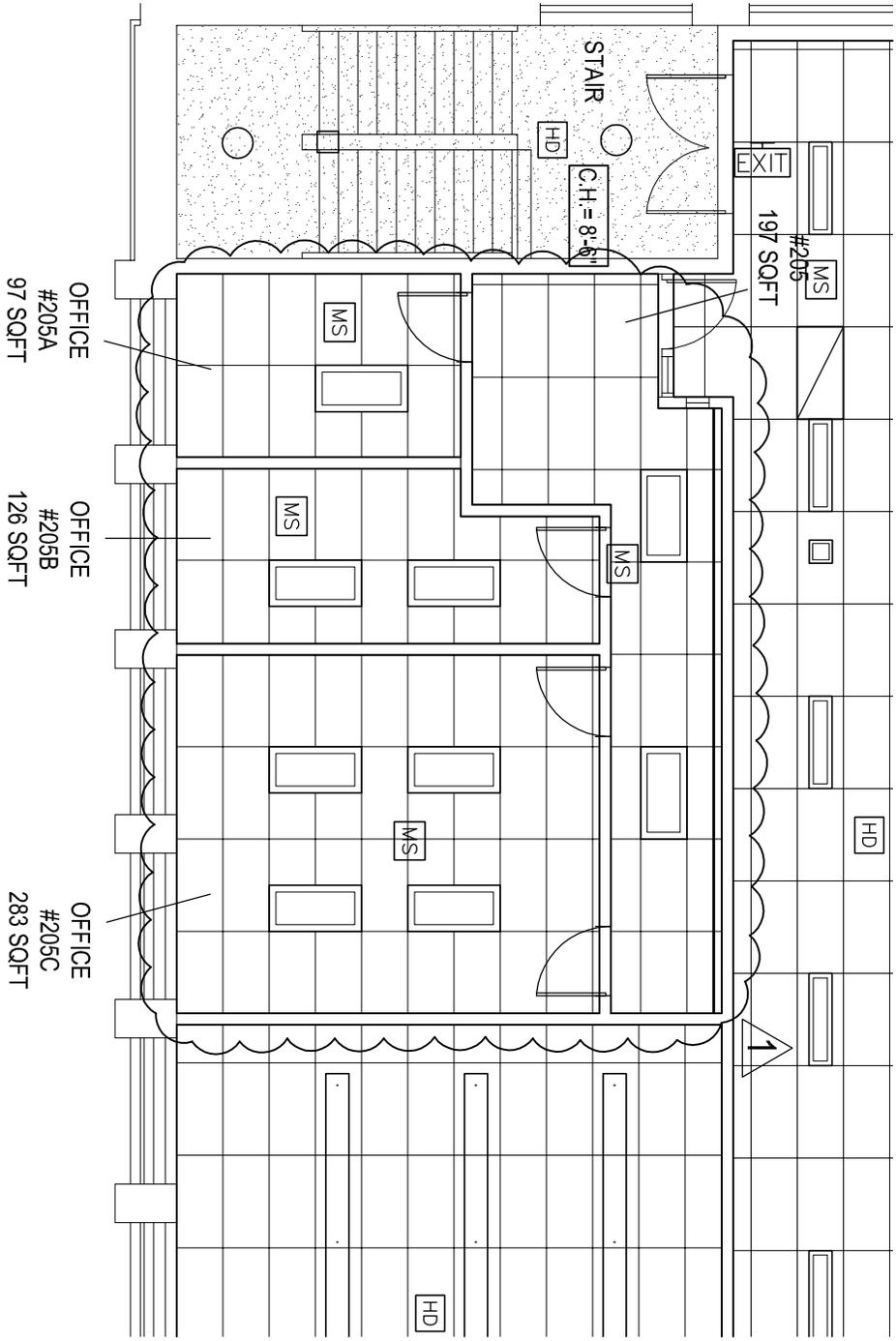
John R. Price Building

**Move Staging and Storage Diagram**  
FD-15-011 – Price Hall 2<sup>nd</sup> Floor South HVAC  
Addendum #2 – May 13, 2015

3  
9.1

# 2ND FLOOR ELECTRICAL CEILING DEMOLITION PLAN

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



7/8/2015 E9.1  
DATE SHEET NO.  
15002 SK-E.1  
PROJECT NO.

PROJECT:  
**DELAWARE STATE UNIVERSITY  
JOHN R. PRICE BUILDING  
HVAC RENOVATIONS - 2ND FLOOR SOUTH WING  
RE-BID**  
1200 NORTH DUPONT HIGHWAY  
DOVER, DE 19901

**STUDIO JAED**  
ARCHITECTS ■ ENGINEERS ■ FACILITIES SOLUTIONS  
CORPORATE HEADQUARTERS  
250 W. MANZIE HILL ROAD, STE. 110  
DOVER, DE 19901  
P: (302) 652-4622 F: (302) 652-4423  
Website: www.StudioJAED.com E-Mail: info@StudioJAED.com

REVISIONS:  
▲ ADDENDUM #1