



## Addendum # 1

Date: May 11, 2017  
Project: Price Building Boiler Room Renovations  
Contract: PC-16-049

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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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### Revisions / Clarifications:

1. Add Alternate #1:

Painting of all exposed surfaces of boiler room interior walls, floor, and ceiling is to be included as Add Alternate #1. New and existing devices including boxes, panels, low voltage wiring, conduits, piping, etc. are not to be painted, unless noted otherwise. The owner is to select color. Infilled wall / floor areas are to be painted to match surrounding area as base bid work.

2. The existing roof is under warranty and all roof work is to be performed by an approved contractor.
3. The demolition of existing expansion tanks is included in the contractor's scope of work.
4. The contractor is responsible for providing means and methods for removal of items to be demolished – which may include demolition / shoring, and reconstruction of wall systems in-kind and/or cutting / disassembly of items to be demolished.
5. The demolition and removal of some items may require the disassembly / reassembly of piping or conduits which is the responsibility of the contractor.
6. All hazardous materials are to be removed by others prior to start of project. If the contractor encounters suspected materials during the course of the project, work is to stop and engineer and owner are to be notified.
7. Contractor is required to provide signage and temporary barricades as required to secure areas of work from pedestrian and vehicle traffic.
8. Any electrical shutdowns are to be performed during off-hours upon 48 hrs. notification to the owner and work is to continue continuously until power is restored.

9. The existing BAS is by JCI and ATC work may be performed by Modern Controls or Johnson Controls, Inc.

**Changes to Specifications:**

1. See attached revised bid form to include Add Alternate #1.

**Changes to Drawings:**

*Drawing M8.1* – Revise note M-13 to the following (No sketch issued to reflect this change):

PROVIDE NEW GAS MONITORING CONTROLLER; SENTINEL SYSTEM 7600 SERIES SIX-CHANNEL AREA MONITOR BY SCOTT SAFETY SYSTEMS OR APPROVED EQUAL. PROVIDE TWO (2) 24VDC POWER SUPPLIES (80W EACH, FOR CONTROLLER AND SENSORS), PROVIDE CONTROLLER WITH AUDIBLE AND VISUAL ALARMS, AND THE FOLLOWING WIRED SENSORS TO BE FIELD-LOCATED:

TWO (2) CARBON MONOXIDE SENSORS  
TWO (2) CARBON DIOXIDE SENSORS  
TWO (2) COMBUSTIBLE GAS DETECTORS

SENSORS ARE TO RECEIVE 24V POWER FROM 80W POWER SUPPLY. UPON DETECTION OF GAS(ES) ABOVE CONTRACTOR-CALIBRATED ACCEPTABLE LIMITS, THE CONTROLLER SHALL SEND SIGNAL TO FAIL-CLOSE A NATURAL GAS SOLENOID VALVE IN BOILER ROOM, CONTROLLER SHALL BROADCAST AUDIBLE AND VISUAL ALARMS, AND CONTROLLER SHALL SEND SIGNAL TO BOILER CONTROLLER TO SHUT DOWN BOILER(S).

**General Information:**

1. Pre-Bid Sign-in Sheet: Please see attached sheet for a list of the attendees at the mandatory pre-bid. **See attached.**
2. Pre-Bid Meeting Minutes: These minutes are now integral to the bidding documents. **See attached.**
3. Contractor questions are to be submitted by 5:00 pm May 19, 2017.
4. Questions are to be submitted to the email address: [constructionbid@desu.edu](mailto:constructionbid@desu.edu)
5. The last day for addenda is May 22, 2017.
6. **Bids are due Friday, May 26, 2017 at the DSU Facilities Building Office 101.**

**Attachments:**

1. Revised bid form.
2. Mandatory pre-bid sign-in sheet.
3. Pre-bid Minutes.

END

Main Campus  
1200 North Dupont Highway  
Dover, Delaware 19901  
Phone: (302) 857-6232

**Project:** PC-16-049 - Price Building Boiler Replacement  
1200 North DuPont Hwy  
Dover, Delaware 19901

## Pre-Bid Meeting Minutes

**MEETING DATE:** 05/11/2017

**MEETING TIME:** 10:00 am - 11:00 am

**MEETING LOCATION:** Price Building

### OVERVIEW:

The scope of the Contract includes but is not limited to the following: It is the intent of Delaware State University to select a qualified contractor to provide services related to the Boiler replacement and associated components as per drawings and bid documents.

### NOTES:

### ATTACHMENTS:

### ATTENDEES:

Name	Company	Phone Number	Email	Attendance
J. D. Bartlett	Delaware State University	Tel: (302) 857-7144	jbartlett@desu.edu	
Khalid Zerrad	Delaware State University	Tel: (302) 857-7085	kzerrad@desu.edu	
Dan Shurina	StudioJAED Architects & Engineers	Tel: (302) 832-1652	shurinad@studiojaed.com	

### Attendee Sign-In

No	Title	Assignment	Due Date	Priority	Status
1.1					Open

#### Description:

Sign-in sheet was circulated.  
All attendees are signed in.  
Sign-in sheet will be distributed as part of Addendum #1.

### Responsible Parties:

No	Title	Assignment	Due Date	Priority	Status
1.2					Open

#### Description:

- DSU: J.D. Bartlett, AVP for Capitol Planning, Development, Energy, and Environmental Management
- DSU: Khalid Zerrad, Construction Project Manager
- Dan Shurina: StudioJAED

### Explanation of the project:

No	Title	Assignment	Due Date	Priority	Status
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These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.

Please contact Main Campus if there are any discrepancies or questions with the content of these minutes.

1.3					Open
<b>Description:</b> As outlined in the Bid Advertisement. All documents can be obtained through Procore or email to <a href="mailto:constructionbid@desu.edu">constructionbid@desu.edu</a> Construction Schedule Earliest Start of Construction Date – <b>Monday, June 12, 2017</b> Substantial Completion Date – <b>Friday, September 22, 2017</b> (subject to change and dependent upon equipment lead time if any)					

<b>Project Requirements:</b>					
No	Title	Assignment	Due Date	Priority	Status
1.4					Open
<b>Description:</b> 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. The State of Delaware Prevailing Wage Regulations apply to this project. Refer to the project manual for further information. State of Delaware drug testing regulations for large public works projects shall apply to this project.  (There were no questions from the contractors related to the drug testing reporting requirements).					

<b>Bid Form Review:</b>					
No	Title	Assignment	Due Date	Priority	Status
1.5					Open
<b>Description:</b> 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. 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.					

<b>Bid Submission:</b>					
No	Title	Assignment	Due Date	Priority	Status
1.6					Open
<b>Description:</b> Bids will be accepted until <b>Friday, May 26, 2017</b> no later than 3:00 PM EST at the Facilities Management Building to the Office of Planning and Construction.					

<b>Document Interpretations or Questions:</b>					
No	Title	Assignment	Due Date	Priority	Status
1.7					Open
<b>Description:</b> All bidding related questions should be submitted in writing to <a href="mailto:ConstructionBid@desu.edu">ConstructionBid@desu.edu</a> . Questions, answers to questions, and clarifications will be provided via addendum. Submit all requests and questions, in writing via email, no later than <b>Friday, May 19, 2017 by 4:00 pm.</b>					

<b>Addenda</b>					
No	Title	Assignment	Due Date	Priority	Status

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.

Please contact Main Campus if there are any discrepancies or questions with the content of these minutes.

1.8					Open
<b>Description:</b> The final addendum will be issued on, or before <b>Wednesday, May 24, 2017</b> by the close of business.					

**Question and Answers**

No	Title	Assignment	Due Date	Priority	Status
1.9					Open
<b>Description:</b> <b>Question:</b>  <b>Answer:</b>					

**Conclusion**

No	Title	Assignment	Due Date	Priority	Status
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These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.

Please contact Main Campus if there are any discrepancies or questions with the content of these minutes.



**BID FORM**

**Project:** PC-16-049 – Price Building Boiler Replacement

**Location:** Delaware State University  
PRICE BUILDING, MAIN CAMPUS  
1200 NORTH DUPONT HWY  
DOVER, DELAWARE

**For Bids Due:** Friday, May 26, 2017 at 3:00 pm Local time

**To:** Delaware State University  
Facilities Bldg,  
Office 101  
1200 N. DuPont Highway  
Dover, DE 19901-2277  
Attn: Zafar Chaudhrey  
Associate Vice President

**Name of Bidder:** \_\_\_\_\_

**Delaware Business License No.:** \_\_\_\_\_ **Taxpayer ID No.:** \_\_\_\_\_  
**(A copy of Bidder’s Delaware Business License must be attached to this form.)**

**(Other License Nos.):** \_\_\_\_\_

**Phone No.:** (        ) \_\_\_\_\_ - \_\_\_\_\_ **Fax No.:** (        ) \_\_\_\_\_ - \_\_\_\_\_

The undersigned, representing that he has read and understands the Bidding Documents and that this bid is made in accordance therewith, that he has visited the site and has familiarized himself with the local conditions under which the Work is to be performed, and that his bid is based upon the materials, systems and equipment described in the Bidding Documents without exception, hereby proposes and agrees to provide all labor, materials, plant, equipment, supplies, transport and other facilities required to execute the work described by the aforesaid documents for the lump sum itemized below:

\$ \_\_\_\_\_ (Written Out).

(\$ \_\_\_\_\_) (Figures).

[This price includes all allowances as documented within the project manual.]

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

1. 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:** Painting of all exposed surfaces of boiler room interior walls, floor, and ceiling Net - ADD / DEDUCT  
 • \_\_\_\_\_ (Figures).  
 • \_\_\_\_\_ (Written Out).

b. **Alternate #2:** Net - ADD / DEDUCT  
 • \_\_\_\_\_ (Figures).  
 • \_\_\_\_\_ (Written Out).

c. **Alternate #3:** Net - ADD / DEDUCT  
 • \_\_\_\_\_ (Figures).  
 • \_\_\_\_\_ (Written Out).

**B. UNIT PRICES**

1. Unit prices conform to applicable project specification section. Refer to the specifications for a complete description of the following Unit Prices:

	<u>ADD</u>	<u>DEDUCT</u>
UNIT PRICE No. 1: _____ (BRIEF DESCRIPTION) _____	\$ _____	\$ _____
UNIT PRICE No. 2: _____ (BRIEF DESCRIPTION) _____	\$ _____	\$ _____
UNIT PRICE No. 3: _____ (BRIEF DESCRIPTION) _____	\$ _____	\$ _____

**C. WORK SCHEDULE**

1. We understand that this contract is governed by liquidated damages and that submission of this bid is acceptance of the proposed contract completion date. Our proposed detailed project schedule shows more fully the sequence of activities necessary to meet the specified schedule. The project schedule is a required attachment of a complete bid and failure to submit a viable schedule will be a justifiable reason to deem the bid as incomplete.
2. I/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.
3. Alternative 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 SUPERINTENDANT

We propose to use \_\_\_\_\_ as our site superintendent. 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. REMARKS

1. I/We acknowledge Addendums numbered \_\_\_\_\_ and the price(s) submitted include any cost/schedule impact they may have.
2. This bid shall remain valid and cannot be withdrawn for thirty (30) days from the date of opening of bids (60 days for School Districts and Department of Education), and the undersigned shall abide by the Bid Security forfeiture provisions. Bid Security is attached to this Bid.
3. The Owner shall have the right to reject any or all bids, and to waive any informality or irregularity in any bid received.
4. This bid is based upon work being accomplished by the Sub-Contractors named on the list attached to this bid.
5. Should I/We be awarded this contract, I/We pledge to achieve substantial completion of all the work within \_\_\_\_\_ calendar days of the Notice to Proceed.
6. Our Bid Price(s) are firm based on contract award within thirty (30) calendar days of the date of submittal of this bid.
7. I/We understand that we will not be compensated at a later date for claimed additional costs based on any information received during the bid period, but which is not identified in our proposal and subsequently accepted in writing by DSU.

The undersigned represents and warrants that he has complied and shall comply with all requirements of local, state, and national laws; that no legal requirement has been or shall be violated in making or accepting this bid, in awarding the contract to him or in the prosecution of the work required; that the bid is legal and firm; that he has not, directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken action in restraint of free competitive bidding.

Upon receipt of written notice of the acceptance of this Bid, the Bidder shall, within twenty (20) calendar days, execute the agreement in the required form and deliver the Contract Bonds, and Insurance Certificates, required by the Contract Documents.

I am / We are an Individual / a Partnership / a Corporation

By \_\_\_\_\_ Trading as \_\_\_\_\_  
(Individual's / General Partner's / Corporate Name)  
\_\_\_\_\_  
(State of Corporation)

Business Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Witness: \_\_\_\_\_ By: \_\_\_\_\_  
(SEAL) ( Authorized Signature )

\_\_\_\_\_  
( Title )

Date: \_\_\_\_\_

**ATTACHMENTS**

- Sub-Contractor List
- Non-Collusion Statement
- Bid Security
- Construction Schedule
- Resume of Site Superintendent
- (Others as Required by Project Manuals)

**END OF SECTION 00 41 13**

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*) 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

**SUBCONTRACTOR LIST**

In accordance with Title 29, Chapter 6962 (d)(10)b Delaware Code, the following sub-contractor listing must accompany the bid submittal. The name and address of the sub-contractor **must be listed for each category** where the bidder intends to use a sub-contractor to perform that category of work. In order to provide full disclosure and acceptance of the bid by the *Owner*, **it is required that bidders list themselves as being the sub-contractor for all categories where he/she is qualified and intends to perform such work.**

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City &amp; State)</u>	<u>Subcontractors tax payer ID # or Delaware Business license #</u>
1. <u>Demolition</u>	_____	_____	_____
2. <u>Plumbing</u>	_____	_____	_____
3. <u>Mechanical</u>	_____	_____	_____
4. <u>Electrical</u>	_____	_____	_____
5. <u>Sheet Metal</u>	_____	_____	_____
6. <u>Controls</u>	_____	_____	_____
7. <u>General Trades</u>	_____	_____	_____
8. _____	_____	_____	_____
9. _____	_____	_____	_____

**NON-COLLUSION STATEMENT**

This is to certify that the undersigned bidder has neither directly nor indirectly, entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding in connection with this proposal submitted this date *(to the Office of Management and Budget, Division of Facilities Management)*.

All the terms and conditions of *(Project or Contract Number)* have been thoroughly examined and are understood.

**NAME OF BIDDER:** \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE  
(TYPED):** \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE  
(SIGNATURE):** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**ADDRESS OF BIDDER:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**E-MAIL:** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_

Sworn to and Subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

My Commission expires \_\_\_\_\_. NOTARY PUBLIC \_\_\_\_\_.

**THIS PAGE MUST BE SIGNED AND NOTARIZED FOR YOUR BID TO BE CONSIDERED.**

**AFFIDAVIT OF EMPLOYEE DRUG TESTING PROGRAM**

OMB Regulation 4104 for the Drug Testing of Contractor and Subcontractor Employees Working on Large Public Works Projects requires that Contractors and Subcontractors implement a program of mandatory drug testing for Employees who work on Large Public Works Contracts funded all or in part with public funds.

For more information, please refer to the following link for the full regulation: <http://regulations.delaware.gov/register/september2015/final/19%20DE%20Reg%20207%2009-01-15.pdf>

All the terms and conditions of *OMB Regulation 4104* have been thoroughly examined and are understood. We hereby certify that we have in place or will implement during the entire term of the contract a Mandatory Drug Testing Program for our employees on the jobsite that complies with this regulation:

**Contractor/Subcontractor Name:** \_\_\_\_\_

**Contractor/Subcontractor Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Authorized Representative (typed or printed):** \_\_\_\_\_

**Authorized Representative (signature):** \_\_\_\_\_

**Title:** \_\_\_\_\_

Sworn to and Subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

My Commission expires \_\_\_\_\_. NOTARY PUBLIC \_\_\_\_\_.

**AN AFFIDAVIT SHALL BE PROVIDED BY THE BIDDER AND ALL SUBCONTRACTORS IDENTIFIED IN ATTACHED SUBCONTRACTOR LIST. STATEMENT(S) MUST BE SIGNED AND NOTARIZED FOR YOUR BID TO BE CONSIDERED.**

PC-16-049 - Price Building Boiler Replacement  
 Contractor Site Walk-Thru  
 Thursday, May 11, 2017@ 10:00AM



Name	Company	E-Mail	Subcontractor
Larry Hall	Joseph T. Richards	Larry@JTRMECH.NET	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Raymond Smallwood	Modern Controls	rsmallwood@moderncontrols.com	Yes <input type="checkbox"/> No <input type="checkbox"/>
PHILLIP TARLTON	GAUDELLI BROS	PHILLIP@GAUDELLIBROS.COM	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Lisa Matthews	Elliott Lewis	lmatthews@elliottlewis.com	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Arnoy Baker	Schlosser + Asso.	ABAKER@HOTMAIL.COM	Yes <input type="checkbox"/> No <input type="checkbox"/>
Francis Winnington	APEX piping	F.WINNINGTON@APEXPiping.com	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Steven Pfeiffer	Powerhouse	SPfeiffer@Powerhouse.com	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Jim Petronis	Powerhouse	J.Petronis@Powerhouse.com	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Dan Shurina	Studio SAED	shurina@studiojaed.com	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Khalid Zerad	DSU		Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>