



Addendum # 2

Date: April 1, 2019
Project: Window Replacement Phase IV at Price Hall
Contract: PC-18-044

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.

Revisions / Clarifications:

1. For the areas of new brick infill, the brick type is unknown. Contractor is to provide bricks for visual match, and architect will confirm selection.
2. Contractor walkthroughs are available upon request.
3. The contractor is responsible for all fees and coordination associated with permitting and inspections as required by all authorities having jurisdiction.
4. The contractor shall coordinate with abatement contractor under separate contract regarding removal of existing windows, removal of chalkboards, removal of multipurpose room flooring, and temporary protection of window openings. See drawings for information regarding sequencing work and coordination.
5. The project will happen simultaneously with an HVAC replacement project under separate contract in the same area of work. The contractor is to coordinate scheduling and work activities with the HVAC contractor. Progress meetings will be held simultaneously. The HVAC scope of work includes demolition and removal of existing perimeter finned tube radiators, perimeter fan coils, and perimeter unit ventilators within the area of work.
6. Contractor is required to provide signage and temporary barricades as required to close off the areas of work from pedestrian traffic.
7. The contractor is to remove all window AC units. The owner shall take ownership of window AC units at their option. Any unwanted AC units are to be demolished by the contractor.
8. At locations where chalkboards are to be removed, the entire wall from which the chalkboard was removed is to receive new paint.
9. The contractor shall provide grading and new grass seed to match where grounds are damaged from exterior vehicular traffic or equipment as a result of the project.

Changes to Drawings:

1. *Drawing A6.1* – See attached revised Drawing A6.1. Revise sheet note #2, sections, and details as indicated.

Changes to Specifications:

1. *00 41 13 Bid Form* – See attached bid form. The most recently issued bid form must be submitted with bid.
2. *00 43 13 Bid Bond* – See attached bid bond form. The most recently issued bid bond must be submitted with bid.
3. *00 43 36 Subcontractor List* – See attached, revised subcontractor list. The most recently issued subcontractor list must be submitted with bid.
4. *00 46 00 Non-Collusion Statement and Drug Testing Forms* – See attached non-collusion statement and drug testing forms. The most recently issued forms must be submitted with bid.

END

John R. Price Building
1200 N. DuPont Highway
Dover, Delaware 19901

Project: PC-18-044 - Price Building Phase IV Window Replacement
1200 North DuPont Hwy
Dover, Delaware 19901

Pre-bid Meeting Minutes

MEETING DATE: 03/28/2019

MEETING TIME: 3:00 PM - 4:00 PM

MEETING LOCATION: Facilities Building

OVERVIEW:

The pre-bid meeting serves the purpose to introduce the project to the prospective bidders, identify key components of the contract, and to discuss the bidding processes and procedures.

NOTES:

ATTACHMENTS:

ATTENDEES:

Name	Company	Phone Number	Email	Attendance
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Responsible Parties

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Procurement Contacts				Open
Description: 1. DSU: Zafar Chaudhry, Contract Coordinator 2. DSU: J.D. Bartlett, AVP of Capital Planning & Environmental Sustainability 3. DSU: <u> Khalid Zerrad </u> , Construction Project Manager 4. A/E of Record: <u> Dan Shurina </u> StudioJaed						

Project Explanation

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Bid Advertisement				Open
Description: As outlined in the Bid Advertisement. All documents can be obtained through the state bidding system at http://bids.delaware.gov/ . Please contact ConstructionBid@desu.edu with any questions or concerns with obtaining bid documents.						
2.2	1	Construction Schedule				Open
Description: Earliest Start of Construction: May 6, 2019 Substantial Completion Date: August 9, 2019						

Project Requirements

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Bidding Laws				Open
Description:						

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 John R. Price Building if there are any discrepancies or questions with the content of these minutes.

	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.					
3.2	1	Prevailing Wage Regulations				Open
	Description: The State of Delaware Prevailing Wage Regulations apply to this project. Refer to the project manual for further information.					

Bid Form Review

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Bid Form				Open
	Description: <ul style="list-style-type: none"> 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 and unit price (if applicable). 					
4.2	1	List of Subcontractors				Open
	Description: 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:					

Bid Submission

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Submission Deadline				Open
	Description: Bids will be accepted until 3:00 PM local time on April 12, 2019 , at the Facilities Management Building in Room 104 of the Delaware State University, Dover Campus. Bids will be publicly opened and read immediately.					

Document Interpretations and Questions

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Deadline for Questions				Open
	Description: Submit all requests and questions, in writing via email, no later than April 5, 2019 at 4:00 PM					
6.2	1	Inquiries				Open
	Description: All bidding related questions should be submitted in writing to ConstructionBid@desu.edu . Questions, answers to questions, and clarifications will be provided via addendum.					

Addenda

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
7.1	1	Deadline for Final Addendum				Open
	Description: The final addendum will be issued on, or before, April 10, 2019 .					

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 John R. Price Building if there are any discrepancies or questions with the content of these minutes.

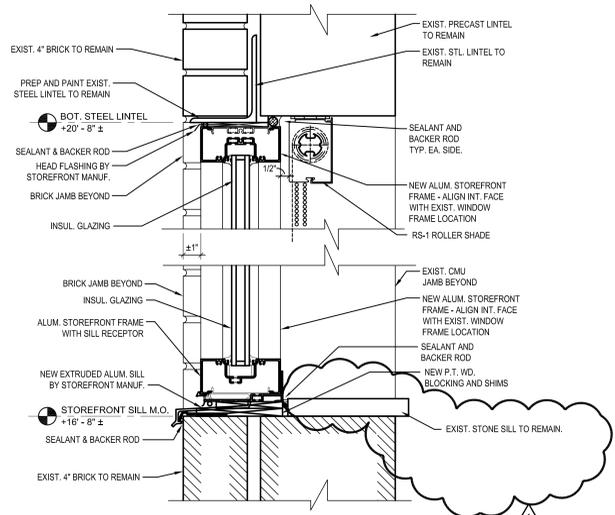
Questions and Answers

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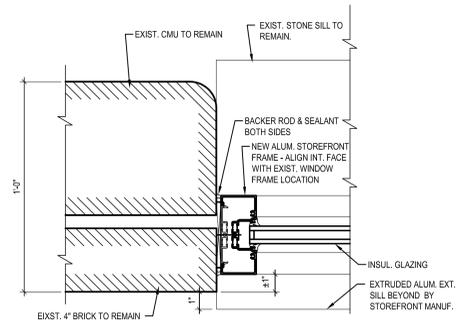
These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.

Please contact John R. Price Building if there are any discrepancies or questions with the content of these minutes.

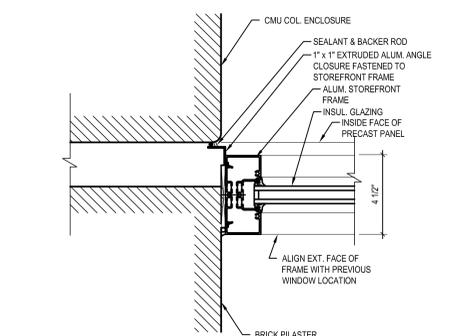
THE REVISIONS TO THIS DRAWING ARE THE PROPERTY OF STUDIO JAED ARCHITECTS ENGINEERS FACILITIES SOLUTIONS. NO PART OF THIS DRAWING IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF STUDIO JAED ARCHITECTS ENGINEERS FACILITIES SOLUTIONS.



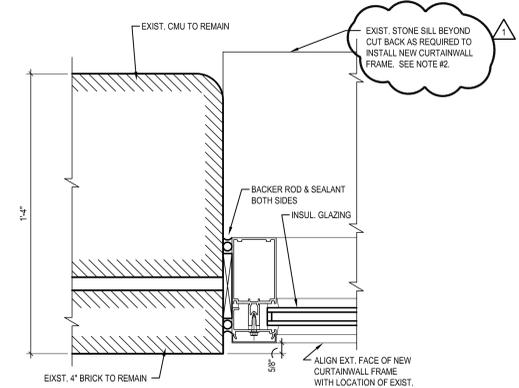
1 S-2 VERTICAL SECTION
6.1 SCALE: 3" = 1'-0"



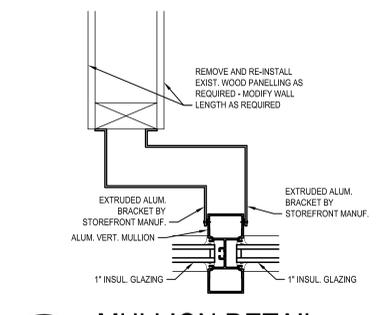
4 S-2 JAMB DETAIL
6.1 SCALE: 3" = 1'-0"



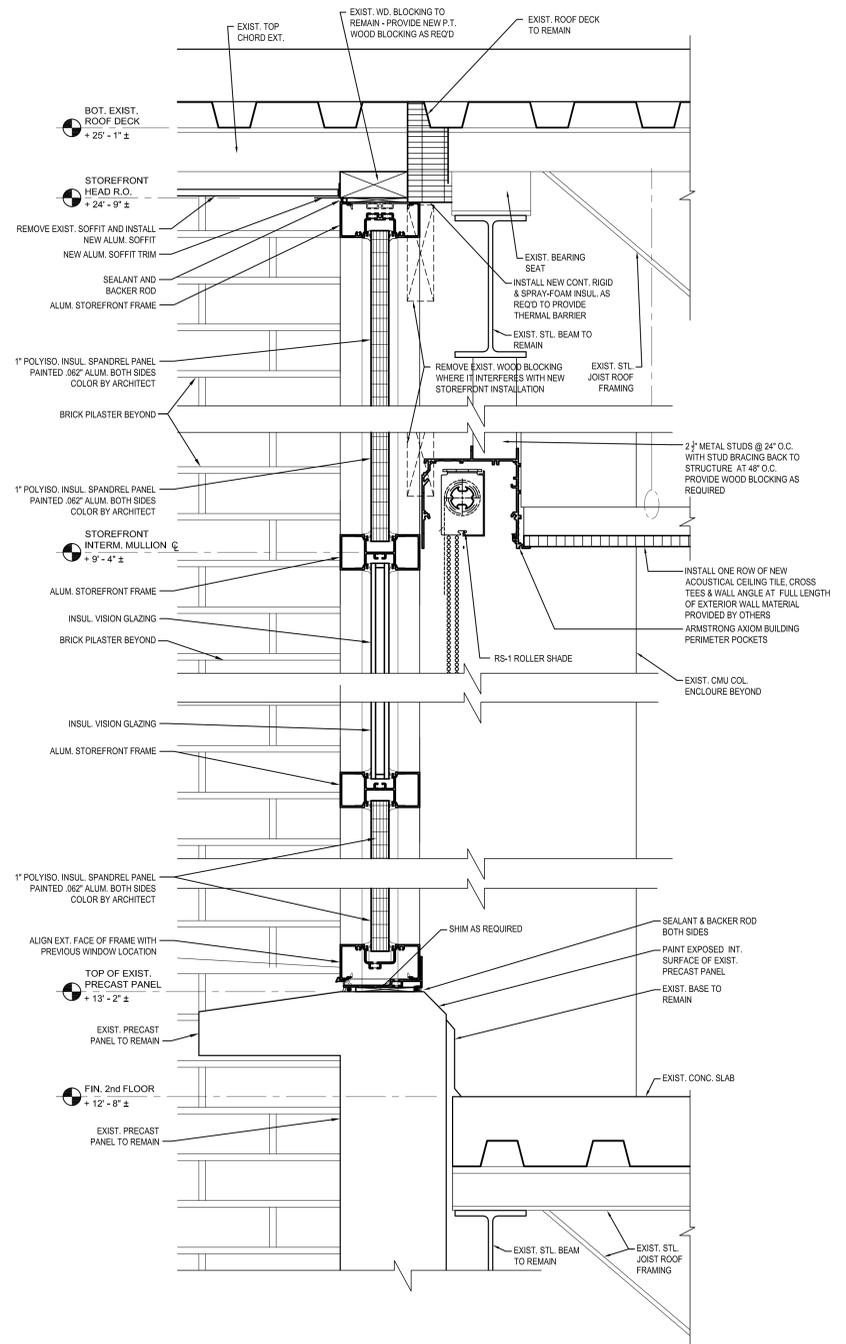
5 S-3 JAMB DETAIL
6.1 SCALE: 3" = 1'-0"



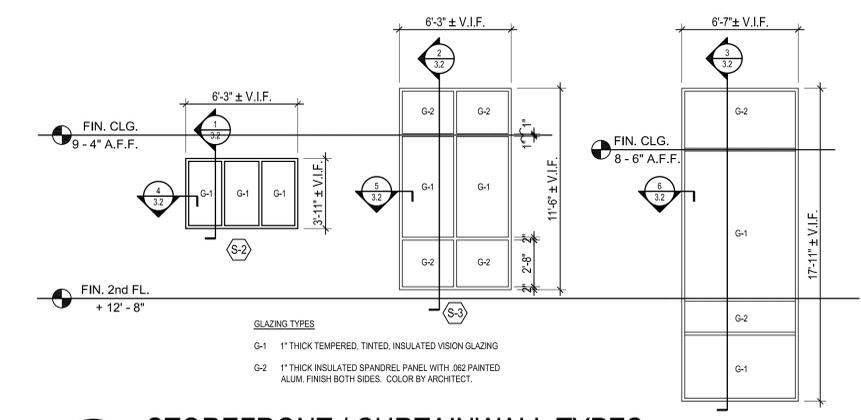
6 S-4 JAMB DETAIL
6.1 SCALE: 3" = 1'-0"



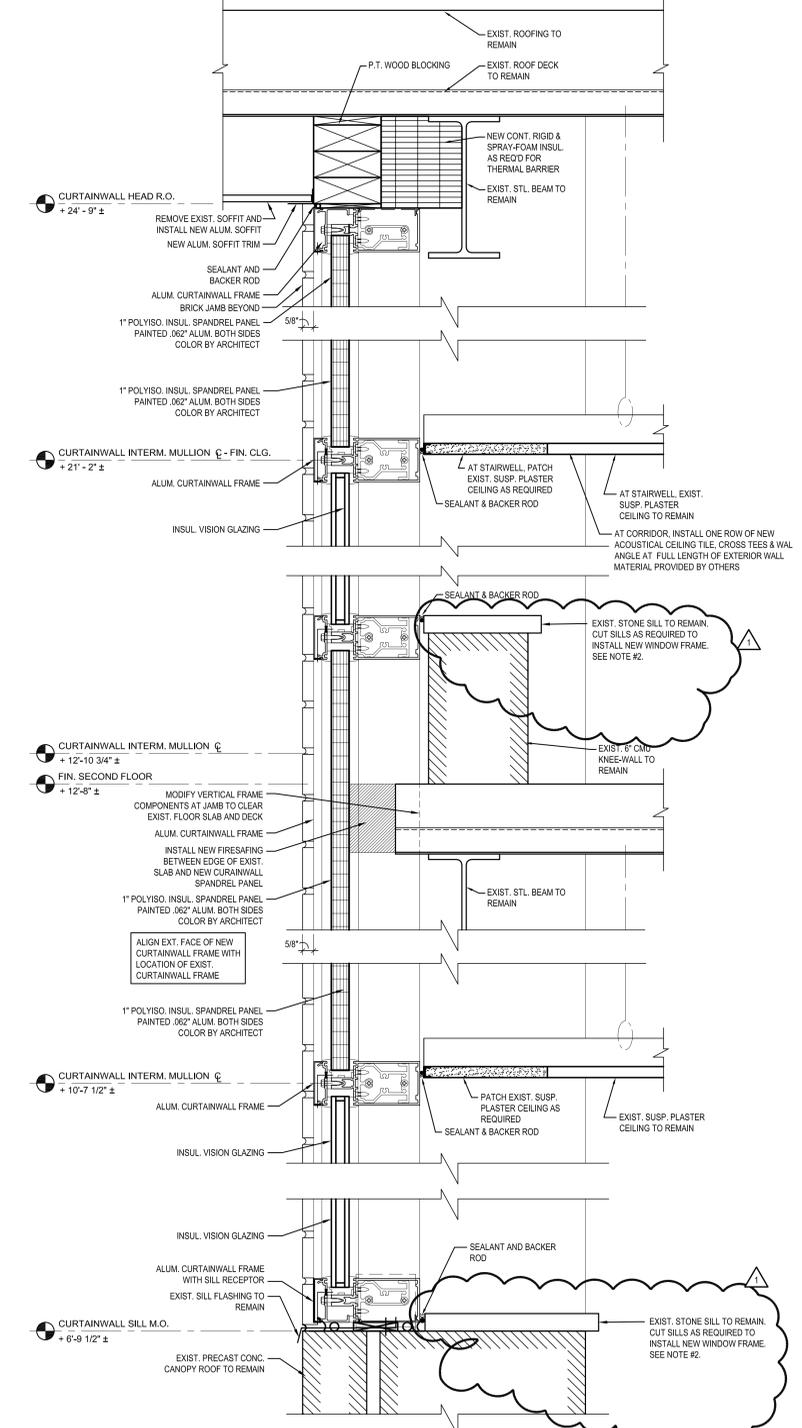
7 MULLION DETAIL
6.1 SCALE: 3" = 1'-0"



2 S-3 VERTICAL SECTION
6.1 SCALE: 3" = 1'-0"



8 STOREFRONT / CURTAINWALL TYPES
6.1 SCALE: 1/4" = 1'-0"



3 S-4 VERTICAL SECTION
6.1 SCALE: 3" = 1'-0"

NOTES:

- AT WINDOW UNITS IN ROOMS WITH CEILINGS THAT ARE NOT SCHEDULED TO BE REPLACED, PROVIDE SELECTIVE DEMOLITION OF CEILING AS REQUIRED TO REMOVE EXIST. WINDOW AND INSTALL NEW STOREFRONT SYSTEM. AT THESE LOCATIONS, PROVIDE PARTIAL NEW CEILING INSTALLATION TO PATCH EXISTING CEILING AFTER NEW STOREFRONT IS INSTALLED.
- AT EXISTING S-2 AND S-4 INTERIOR STONE SILLS, PROVIDE AN ALLOWANCE TO SAWCUT (15) SILLS BETWEEN 1/4" AND 1" AS REQUIRED TO ALIGN THE INSTALLATION OF NEW STOREFRONT UNITS WITH THE EXTERIOR LOCATION OF EXISTING WINDOW UNITS BEING REMOVED.

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.

STUDIO JAED
ARCHITECTS ENGINEERS FACILITIES SOLUTIONS

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BEAR, DE 19701
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Website: www.StudioJAED.com
E-Mail: info@StudioJAED.com

REVISIONS	
DESCRIPTION	DATE
ADDENDUM #2	4-1-19

PROJECT: DELAWARE STATE UNIVERSITY
JOHN R. PRICE BUILDING
2ND FLOOR NORTH WINDOW REPLACEMENT PROJECT
1200 NORTH DUPONT HIGHWAY
DOVER, DE 19901

ISSUED FOR BIDDING
JANUARY 25, 2019

DRAWN: NP PRC
DISCIPLINE: A
PROJECT NO.: 18072

CHECKED BY: PRC
SHEET NO.: 6.1



BID FORM

Project: Price Building Phase IV Window Replacement – DSU Project No PC-18-044

Location: Delaware State University
Price Building Main Camus
1200 North DuPont Hwy
Dover, Delaware 19901

For Bids Due: **Until 3:00 PM Local Time on April 12, 2019**

To: Delaware State University
Facilities Building,
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:** 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**. Bid schedule shall be submitted in Gantt Chart format (Microsoft Project preferred) to be deemed as an adequate project schedule.
 - a. Schedule should be detailed by trade and show manpower, or provide narrative explaining planned crews.
 - b. Include milestones, phasing, critical path, etc.
 - c. Document any weather contingency built into schedule.
2. 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.
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. Our Bid Price(s) are firm based on contract award within thirty (30) calendar days of the date of submittal of this bid.
6. 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)

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 & State)</u>	<u>Subcontractors tax payer ID # or Delaware Business license #</u>
1. <u>Masonry</u>	_____	_____	_____
2. <u>Carpentry</u>	_____	_____	_____
3. <u>Storefront</u>	_____	_____	_____
4. <u>Window Shades</u>	_____	_____	_____
5. <u>Flooring</u>	_____	_____	_____

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.