



# DELAWARE STATE UNIVERSITY

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OFFICE OF PLANNING & CONSTRUCTION

1200 N. DuPont Highway  
Dover, Delaware 19901-2277

## Addendum # 01

Date: 11/7/2019

Project: Consultant, Architectural, and Engineering Services for Agriculture Dept. New Building

Contract: 19-09-10-12

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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. Please see revised attachment 6 \_ Bid/Pricing Sheet

### **Changes to Specifications:**

2. None

### **Changes to Drawings:**

1. None

### **General Information:**

1. None

### **Questions and Answers:**

1. **Question:**  
**Answer:**

END

**CONTRACT NO. 19-09-10-12**

**CONTRACT TITLE: Consultant, Architectural, and Engineering Services for Agriculture Dept. New Building**

**BID/ PRICING SHEET**

Delaware State University shall compensate PROFESSIONAL for services rendered pursuant to the Rate Schedule below, provided that such services have either been specifically requested, in writing, by Delaware State University or specifically authorized, in writing, by Delaware State University.

- II. PROFESSIONAL shall ensure that all work performed, materials provided, and costs incurred by PROFESSIONAL pursuant to this Agreement are billed to Delaware State University in accordance with the Rate Schedule below.
- III. PROFESSIONAL understands and agrees that Delaware State University shall bear no responsibility for compensation to, or reimbursement of, PROFESSIONAL for any services rendered, costs incurred, or materials provided by PROFESSIONAL pursuant to this Agreement which are either not specifically requested or authorized by Delaware State University, in writing, or which are not specifically set forth in the Rate Schedule below.

**RATE SCHEDULE**

IV. Delaware State University shall compensate Professional for services performed on specific requested tasks at the following rates:

A. Labor Category-Rates should include (at minimum):

- 1. Architect of record fees.
- 2. Rates for all personnel or functions that may be assigned on a project (Principal, Project Architect, Cadd drafter, Survey, interior designer etc.)
- 3. Construction Administration fees.

B. Non-Labor Category. The PROFESSIONAL shall provide the following deliverables to Delaware State University at no additional cost on each applicable task/project performed by PROFESSIONAL pursuant to this AGREEMENT. Expenses for any additional documents provided will be reimbursed at actual costs, plus time for handling where appropriate.

- Three (3) sets of Prints and one CD/DVD/Flash drive at Permit
- Three (3) sets of Prints at Construction
- Complete set of Digital AutoCAD & PDF files at 100%
- Complete set of Digital AutoCAD & PDF “As-Built” files at the completion of construction. Contractor will be responsible to provide hand redline plans monthly to design team to allow efficient production of “As-Built” set.
- Sub Contractors .....At Cost
- Mileage: It is agreed that mileage for performance of the work expected throughout the contract period has been included in the rates above. However, Delaware State University recognizes that there may be special circumstances that arise where mileage requests may be appropriate. The PROFESSIONAL may submit a request in writing for mileage within any proposal for work to be performed and it may be approved or

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disapproved at the discretion of Delaware State University. Mileage, if approved, may be in accordance with the PROFESSIONAL's standard personnel policy, but not exceeding the limits established by the state of Delaware Statutes.

- C. A complete Pay Application shall be submitted on a monthly basis and shall include the following detail to be considered complete:
- (a) Delaware State University-Purchase Order number as identified on contract;
  - (b) Updated Schedule with Percent Complete identified;
  - (c) AIA G702 or equivalent form;
  - (d) AIA G703 or equivalent form;
  - (e) AIA G703 or equivalent form for each subcontractor;