



**STATE OF DELAWARE  
Laurel School District**

February 21, 2019

ISSUED BY: Rick Evans  
Laurel School District

SUBJECT: **AWARD NOTICE**  
**CONTRACT NO. LSD016001-ElementConstruct**  
**Laurel Elementary School – New Construction**

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**TABLE OF CONTENTS  
OF  
KEY CONTRACT INFORMATION**

<b>1. CONTRACT PERIOD .....</b>	<b>2</b>
<b>2. VENDORS .....</b>	<b>2</b>
<b>3. SHIPPING TERMS .....</b>	<b>4</b>
<b>4. DELIVERY AND PICKUP .....</b>	<b>Error! Bookmark not defined.</b>
<b>5. PRICING .....</b>	<b>4</b>
<b>ADDITIONAL TERMS AND CONDITIONS.....</b>	<b>4</b>

**AWARD NOTICE**  
**CONTRACT NO. LSD016001-ElementConstruct**

**1. CONTRACT PERIOD**

Each contractor's contract shall be valid for a one (1) year period from March 22, 2016 through March 22, 2017. Each contract may be renewed for three (3) one (1) year periods through negotiation between the contractor and Laurel School District. Negotiation may be initiated no later than ninety (90) days prior to the termination of the current agreement.

**2. VENDORS**

Joseph Rizzo and Sons  
Tony Rizzo  
13 Rizzo Ave.  
New Castle, DE 19720  
302-656-8116  
[trizzo@jrizzoandsons.com](mailto:trizzo@jrizzoandsons.com)  
FSF – 000024298

RC Fabricators  
Matt Suppe  
824 Locust St.  
Wilmington, DE 19801  
302-573-8989  
[msuppe@rcfabricators.com](mailto:msuppe@rcfabricators.com)  
FSF – 000026366

Charles Brown Glass Co.  
Nate Brown  
PO Box 1702  
Salisbury, MD 21802  
410-749-3316  
[nate@charlesbrownglass.com](mailto:nate@charlesbrownglass.com)  
FSF – 0000029529

Peninsula Accoustical  
Craig Stonesifer  
441 Pier Head Blvd.  
Smyrna, DE 19977  
302-653-3551  
[Craig.peninsula@gmail.com](mailto:Craig.peninsula@gmail.com)  
FSF – 0000024549

Tri-State Carpet  
Doug Huegel  
1007 Mattlind Way  
Milford, DE 19963  
302-424-1649  
[dhuegel@tristatecpt.com](mailto:dhuegel@tristatecpt.com)  
FSF – 0000026143

JA Argetakis Contractor  
Andy Argetakis  
3723 Eastern Ave.

**AWARD NOTICE**  
**CONTRACT NO. LSD016001-ElementConstruct**

Baltimore, MD 21224  
410-633-8016  
[Andy.jargetakis@verizon.net](mailto:Andy.jargetakis@verizon.net)  
FSF – 0000162754

11400 Inc.  
T. Adams  
2551 Hourseshoe Rd.  
Lancaster, PA 17601  
717-992-7429  
[tadams@11400inc.com](mailto:tadams@11400inc.com)  
FSF – 0000137841

Bear Industries  
Charlie Johnston  
15 Albe Dr.  
Newark, DE 19702  
302-368-1311  
[cjohnston@bearindustries.com](mailto:cjohnston@bearindustries.com)  
FSF – 0000025487

Tudor Electric  
Adam Smith  
801 Otis Dr.  
Dover, DE 19901  
302-736-1444  
[tudorelectric@comcast.net](mailto:tudorelectric@comcast.net)  
FSF – 0000024630

UNDERCOMM  
Scott Hernandez  
198 Mullett Run  
Milford, DE 19963  
302-424-1554  
[scott@undercomm.com](mailto:scott@undercomm.com)  
FSF – 0000030544

Corrado Construction Co.  
Kelly Jones  
210 Marsh Lane  
New Castle, DE 19720  
302-652-3339  
[kjones@corradoconstruction.com](mailto:kjones@corradoconstruction.com)  
FSF – 0000007310

Carrow Construction  
Danny Carrow  
16850 River Rd.  
New Castle, DE 19720  
302-838-2380  
[c.carrow@carrowconstruction.com](mailto:c.carrow@carrowconstruction.com)  
FSF – 0000211551

**AWARD NOTICE**  
**CONTRACT NO. LSD016001-ElementConstruct**

Conventional Builders  
Greg Thompson  
PO Box 47  
Houston, DE 19954  
302-422-2429  
CBI.accounting.net  
FSF – 0000025138

**3. SHIPPING TERMS**

F.O.B. destination; freight pre-paid.

The prices quoted are those for which the material will be furnished F.O.B. Ordering Agency and include all charges that may be imposed during the period of the contract.

**4. PRICING**

Prices will remain firm for the term of the contract year.

<insert pricing or provide separate pricing spreadsheet>

List the specific items they bid on and price of the two awarded vendors. Also, the optional items and the catalog discount.

**ADDITIONAL TERMS AND CONDITIONS**

**5. BILLING**

The successful vendor is required to **"Bill as Shipped" to the respective ordering agency(s).** Ordering agencies shall provide at a minimum the contract number, ship to and bill to address, contract name and phone number.

**6. PAYMENT**

The agencies or school districts involved will authorize and process for payment each invoice within thirty (30) days after the date of receipt. The contractor or vendor must accept full payment by procurement (credit) card and/or conventional check and/or other electronic means at the State's option, without imposing any additional fees, costs or conditions.

**7. PRODUCT SUBSTITUTION**

All items delivered during the life of the contract shall be of the same type and manufacture as specified unless specific approval is given by Laurel School District to do otherwise. Substitutions may require the submission of written specifications and product evaluation prior to any approvals being granted.

**8. ORDERING PROCEDURE**

Successful contractors are required to have either a local telephone number within the (302) area code, a toll free (800) number, or agree to accept collect calls. Each agency is responsible for placing their

**AWARD NOTICE**  
**CONTRACT NO. LSD016001-ElementConstruct**

orders and may be accomplished by written purchase order, telephone, fax or computer on-line systems. The contractor or vendor must accept full payment by procurement (credit) card and/or conventional check and/or other electronic means at the State's option, without imposing any additional fees, costs or conditions.

**9. PURCHASE ORDERS**

Agencies that are part of the First State Financial (FSF) system are required to identify the contract number LSD18001-JANOTIRIAL on all Purchase Orders (P.O.) and shall complete the same when entering P.O. information in the state's financial reporting system.

**10. REQUIREMENTS**

For a complete list of contract specifications please refer to the original bid solicitation document(s). Any contract specific documentation will be accessible through the hyperlink(s) provided on this contract's details page.

**11. HOLD HARMLESS**

The contractor agrees that it shall indemnify and hold the State of Delaware and all its agencies harmless from and against any and all claims for injury, loss of life, or damage to or loss of use of property caused or alleged to be caused, by acts or omissions of the contractor, its employees, and invitees on or about the premises and which arise out of the contractor's performance, or failure to perform as specified in the Agreement.

**12. NON-PERFORMANCE**

In the event the contractor does not fulfill its obligations under the terms and conditions of this contract, the ordering agency may purchase equivalent product on the open market. Any difference in cost between the contract prices herein and the price of open market product shall be the responsibility of the contractor. Under no circumstances shall monies be due the contractor in the event open market products can be obtained below contract cost. Any monies charged to the contractor may be deducted from an open invoice.

**AWARD NOTICE**  
**CONTRACT NO. LSD016001-ElementConstruct**

**13. FORCE MAJEURE**

Neither the contractor nor the ordering agency shall be held liable for non-performance under the terms and conditions of this contract due, but not limited to, government restriction, strike, flood, fire, or unforeseen catastrophe beyond either party's control. Each party shall notify the other in writing of any situation that may prevent performance under the terms and conditions of this contract.

**14. AGENCY'S RESPONSIBILITIES**

The Agency shall:

- a. Examine and review in detail all letters, reports, drawings and other documents presented by the Contractor to the Agency and render to the Contractor in writing, findings and decisions pertaining thereto within a reasonable time so as not to delay the services of Contractor.
- b. Give prompt written notice to the Contractor whenever the Agency observes or otherwise becomes aware of any development that affects the scope or timing of the Contractor's services.
- c. When an ordering agency first experiences a relatively minor problem or difficulty with a vendor, the agency will contact the vendor directly and attempt to informally resolve the problem. This includes failure to perform by the date specified and any unacceptable difference(s) between the purchase order and the merchandise received. Ordering agencies should stress to vendors that they should expedite correction of the differences because failure to reply may result in an unfavorable rating in the execution of the awarded contract.
- d. The state has several remedies available to resolve non-performance issues with the contractor. The Agency should refer to the Contract Terms and Conditions to view these remedies. When a default occurs, the Agency should first review the contract to confirm that the issue is a part of the contract. If the issue is not covered by the contract, the state cannot expect the contractor to perform outside the agreement. If the issue is a part of the contract, the Agency or GSS - Contracting must then contact the contractor, discuss the reasons surrounding the default and establish a date when the contractor will resolve the non-performance issue.
- e. If there is a performance deficiency, a Corrective Action Report (CAR) may be used. Complete this form to report concerns with vendors or commodities. Be sure to furnish as much detail as possible. <http://gss.omb.delaware.gov/divisionwide/forms.shtml>.