



State of Delaware  
Department of Natural Resources and Environmental Control  
**Delaware Division of Parks and Recreation**  
89 Kings Highway  
Dover, Delaware 19901

**ADDENDUM No. THREE**

Project Name: Deerfield Golf Club Roof Replacement  
White Clay Creek State Park

Project No.: WCCP-12

Contract No.: 2017-WCCP-100

Date of Issue: May 19, 2017

Notice No. 1: Attach this addendum to the Project Manual for this project. It modifies and becomes part of the Bidding Documents. Work or material not specifically mentioned herein is to be as described in the main body of the specification and as shown on the drawings.

Bids Due: Friday June 2, 2016 at 2:00 PM  
Auditorium  
DNREC, Division of Parks and Recreation  
89 Kings Highway, Dover DE 19901

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General Information:

- 1 A mandatory pre-bid meeting was held May 17, 2017. The sign-in sheet is included as part of this Addendum.

Pre-bid Meeting:

- 1 Brief description of the scope of work:
  - A. Removal of existing fiber cement shingles and installation of new lifetime asphalt shingles and underlayment.
  - B. Rescan existing flat roofing.
  - C. Installation of new EPDM roof system.
  - D. Installation of new liquid applied, 20 year warranty new liquid applied roof system over existing EPDM roofing.
  - E. Removal of existing roof pavers and installation of new liquid applied pavers.
  - F. Remove and replace pole gutters. Partial replacement of piping.
  - G. Removal of remaining balustrade.
  - H. Installation of new balustrade.
  - I. Partial removal of deteriorated roof decking
  - J. Installation of venting boards where indicated.
  - K. Flow testing of roof drains.
  - L. Partial replacement of roof drains.
  - M. Repair of roof drains.

- N. Sealants and backer rod installation at all point of termination or other areas as indicated.
  - O. Modifications to the existing lighting protection system. The system is to be recertified from roof to where it enters the building. Interior investigations of the system is not required.
- 2 The Alternates were discussed.
- A. Alternate 1: Cart Barn Roof Replacement and Repairs
- 3 Unit Prices were discussed.
- A. Unit Price One: Installation of Protection Walkway as required by the Specifications.
  - B. Unit Price Two: Installation of Roof Drain Assembly as Required by Specifications.
  - C. Unit Price Three: Installation of Roof Drain Piping as Required by Specifications.
  - D. Unit Price Four: Replacement of Existing Deteriorated Wood Blocking – 2x4.
  - E. Unit Price Five Replacement of Existing Deteriorated Wood Blocking – 2x6.
  - F. Unit Price Six: Replacement of Existing Deteriorated Wood Blocking – 2x8.
  - G. Unit Price Seven: Replacement of Existing Deteriorated Wood Blocking – 2x10.
  - H. Unit Price Eight: Replacement of Existing Deteriorated Wood Blocking – 2x12.
  - I. Unit Price Nine: Replacement of Existing Deteriorated Wood Blocking - 4 x 4.
  - J. Unit Price Ten: Replacement of Wet Roofing Materials as required by the Specifications.
  - K. Unit Price Eleven: Replacement of Plywood Roof Decking - 1 - 480 SF.
  - L. Unit Price Twelve: Replacement of Plywood Roof Decking - 481 SF - 1,920 SF.
  - M. Unit Price Thirteen: Replacement of Plywood Roof Decking - More than 1,920 SF
- 4 Allowances:
- A. Allowance No. 1: Remove and discard twelve (12) defective 4’x8’ – 5/8” thick plywood sheets and replace with new 4’x8’ – 5/8” thick plywood sheets as required by Section 06128 in the specifications.
  - B. Allowance No. 2: Include, in the Bid, the Lump Sum of \$85,000 for the construction of two dormers that will provide access to the attic and the exterior mechanical pit within the mansard roof area.
- 5 Schedule: The work will begin upon submission of proof of insurance, bond and signed contract to DNREC and issuance of a purchase order. Work is anticipated to begin in mid-July at the earliest.
- 6 Phasing: Work is to begin on the Club House and then proceed to the Cart Barn.
- 7 Work by Others: Work by others is not anticipated.
- 8 Contract requirements were discussed.
- A. State of Delaware Prevailing wages apply to this Work. A copy of the wage rates has been included in the Technical Manual.
  - B. Ten-percent security bond is required.
  - C. Performance Bond and Labor and Material Payment Bond are required.
    - 01. The forms provided in the Project Manual shall be used. Other forms will not be accepted.
  - D. The bid is to be submitted with one original and one copy provided.
  - E. The number of days to complete the base work as well as alternated shall be listed on the bid form.
  - F. Limits: Confine construction operations to the limits indicated on the drawings.

- G. Owner Occupancy: The Club House and Cart Barn will be occupied while the work is taking place. Work will take place on Monday through Thursday. A schedule will be issued during bidding to indicate additional days that the Club House will have events and when work cannot take place.
  - H. The surrounding site, buildings, sidewalks and roadways beyond the work area shall remain accessible to the Owner and general public.
  - I. The site shall be presentable at the end of the day on Thursday for events taking place over the weekends.
  - J. Public Roadways, Driveways and Entrances: Keep public and private roadways, driveways and entrances serving the premises and adjacent buildings clear and available to Owner, Owner's employees, general public and emergency vehicles at all times. Do not use these areas for parking or storage of materials.
  - K. The Owner will not sign for any deliveries at any time.
  - L. The Contractor shall minimize conflicts and facilitate usage of areas and sites beyond the construction limits and property boundaries. Perform the Work so as not to interfere with owner's operations.
  - M. Dumpster and Contractor Parking: An area of the parking lot has been designated for contractor parking, dumpster location and material storage. Refer to Section 011400 Work Restrictions.
  - N. Material storage will be allowed at the site. The Owner is not responsible for theft or vandalism.
  - O. Power: Power is available for use by the contractor.
  - P. Water: Water is available for use by the contractor.
  - Q. The superintendent will be required to be on-site at all times when work is taking place. This shall include those times when the work is being done only by the subcontractors and not the General Contractor. The superintendent shall meet with Pierce Thompson on a weekly basis to review the work schedule that may interfere with their operations or upcoming events at the Park. The superintendent must be able to communicate with the DNREC representative.
  - R. Grounds must be kept clean at all times.
  - S. Hours of Operation: Work can be completed 7:00 a.m. to 5:00 p.m. during Monday through Thursday. Saturday / Sunday and after hours work must be coordinated and approved with the Owner's representative in advance.
  - T. The construction crews will not be allowed to use the Owner's telephones.
  - U. Public Restrooms: Restrooms are not available. A portable unit is to be provided and located in an area approved by the Owner.
  - V. Flammable materials shall be kept outside, away from all buildings, in a flammable liquid/material storage box.
  - W. White Clay Creek State Park and the Deerfield Golf Club is State property and therefore non-tobacco use areas. Tobacco shall not be used in State buildings or on State property or in vehicles parked on State property.
- 9 Anticipated start date of the Work is mid-July at the earliest.
- 10 The Bid Form was reviewed:
- A. The following requested subcontractors to be listed on the Bid Form were reviewed and accepted by those present: Carpentry, Shingle Roofing, Flat Roofing and Lightning Protection. No additions or deletions were requested.
  - B. Each subcontractor is to be identified, even if the work is to be completed by the submitting contractor.
  - C. The General Contractor and subcontractors shall be licensed in the State of Delaware or have applied for a Delaware license prior to the submission of the bid. A license for New Castle County will be required.

- 11 All questions shall be faxed or e-mailed to Cindy Todd, [cindy.todd@state.de.us](mailto:cindy.todd@state.de.us) and Kevin Rychlicki at [kevin.rychlicki@state.de.us](mailto:kevin.rychlicki@state.de.us). The last day for questions shall be Friday, May 26 at 5:00 PM. The last addendum will be issued no later than Tuesday, May 30, 2017.
- 12 Bids are due Friday, June 2, 2017 at 2:00 PM. The bids will be opened in the DNREC auditorium located at 89 Kings Highway, Dover and read aloud. Bids received after 2:00 PM will not be accepted nor opened.
- 13 All bidders must review both the technical manual and drawings. Electronic copies of the files can be purchased from DNREC for a cost of \$25.00 per disc.
- 14 Permits shall be contractor's responsibility and the cost included in the bid.
- 15 The prebid meeting and purchase of the CD is mandatory for contractors submitting a bid.

Technical Manual:

- 1 The Bid Form has been revised to include the bid date that was revised in Addendum Two.

Approve Vendors/Subcontractors:

- 1 Robbins Lighting, Inc. is approved for lightning protection.

Additional Site Visit:

- 1 An additional site visit is scheduled for Wednesday, May 24 starting at 10:00 AM and ending at 12:00 PM.

Attachments  
End Addendum Three

PRE-BID MEETING ATTENDANCE SHEET  
**Deerfield Golf Club Roof Replacement**  
**White Clay Creek State Park**  
 CONTRACT NO. 2016-WC-200  
 May 17, 2017 at 2:00 AM

<u>NAME</u>	<u>AGENCY/COMPANY</u>	<u>PHONE/E-MAIL</u>
Josh Dean	Jottan INC.	Phone # <u>215-391-7426</u> E-Mail <u>Joe@Jottan.com</u>
Jim McKEEVER	Wilkinson Roofing	Phone # <u>302-998-0176</u> E-Mail <u>jim@wilkinsonroofing.com</u>
Rob Hall	Tremco Inc.	Phone # <u>800-628-7501</u> E-Mail <u>RJHall@TremcoInc.com</u>
Amy Cribb	CTA Roofing	Phone # <u>302-454-8551</u> E-Mail <u>MARK@CTAROOFING.COM</u>
DAVE DUNLEAVY	WILLIAM M. DUNLEAVY + CO.	Phone # <u>610-430-7728</u> E-Mail <u>DBDUNLEAVY@COMCAST.NET</u>
MICHAEL CUCOLO	P-C Roofing Inc	Phone # <u>(302)322-6767</u> E-Mail <u>MICHAEL@PCROOFINGINC.COM</u>
KEVIN RYCHLICKI	DE STATE PARKS	Phone # <u>302-739-9212</u> E-Mail <u>KEVIN.RYCHLICKI@STATE.DE.US</u>
		Phone # _____ E-Mail _____
		Phone # _____ E-Mail _____

DEERFIELD GOLF CLUB ROOF REPLACEMENT  
WHITE CLAY CREEK STATE PARK  
507 THOMPSON BRIDGE ROAD, NEWARK, DE 19711  
DIVISION OF PARKS AND RECREATION CONTRACT No. 2017-WCCP-100

**BID FORM**

For Bids Due: **June 2, 2017 at 2:00 PM**

Dept. of Natural Resources and Environmental Control  
Division of Parks and Recreation  
Office of Design and Development  
89 Kings Highway, Dover DE 19901

**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 Number:** ( ) \_\_\_\_\_ **Fax Number:** ( ) \_\_\_\_\_

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:

\$ \_\_\_\_\_

( \$ )

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**BID FORM**

ALTERNATES

Alternate prices conform to applicable project specification section. Refer to specifications for a complete description of the following Alternates. An “ADD” or “DEDUCT” amount is indicated by the crossed out part that does not apply.

ALTERNATE No. 1: Cart Barn Building Roof Replacement

Add/Deduct: \_\_\_\_\_  
(\$ \_\_\_\_\_ )

No. of Days to Complete Alternate 1: \_\_\_\_\_

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**BID FORM**

UNIT PRICES

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

		DEDUCT	ADD
UNIT PRICE No. 1:	Installation of Protection Walkway as Required by Specifications.	\$ _____	\$ _____
UNIT PRICE No. 2	Installation of Roof Drain Assembly as Required by Specifications.	\$ _____	\$ _____
UNIT PRICE No. 3	Installation of Roof Drain Piping as Required by Specifications.	\$ _____	\$ _____
UNIT PRICE No. 4	Replacement of Existing Deteriorated Wood Blocking – 2x4.	\$ _____	\$ _____
UNIT PRICE No. 5	Replacement of Existing Deteriorated Wood Blocking – 2x6.	\$ _____	\$ _____
UNIT PRICE No. 6	Replacement of Existing Deteriorated Wood Blocking – 2x8.	\$ _____	\$ _____
UNIT PRICE No. 7	Replacement of Existing Deteriorated Wood Blocking – 2x10.	\$ _____	\$ _____
UNIT PRICE No. 8	Replacement of Existing Deteriorated Wood Blocking – 2x12.	\$ _____	\$ _____
UNIT PRICE No. 9	Replacement of Existing Deteriorated Wood Blocking – 4x4	\$ _____	\$ _____
UNIT PRICE No. 10	Replacement of Wet Roofing Materials as required by the Specifications.	\$ _____	\$ _____
UNIT PRICE No. 11	Replacement of Plywood Roof Decking - 1 - 480 SF	\$ _____	\$ _____

UNIT PRICE No. 12	Replacement of Plywood Roof Decking - Per SF based on 481 SF - 1,920 SF	\$ _____	\$ _____
UNIT PRICE No. 13	Replacement of Plywood Roof Decking - Per SF based on more than 1,920 SF	\$ _____	\$ _____

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**BID FORM**

ALLOWANCES

The following allowances are included in the Base Bid. Allowances conform to applicable project specification section. Refer to the specifications for a complete description of the following Allowances:

ALLOWANCE No. 1 - Lump-Sum Allowance: Remove and discard twelve (12) defective 4’x8’ – 5/8” thick plywood sheets and replace with new 4’x8’ – 5/8” thick plywood sheets as required by Section 061516 in the specifications.

This allowance includes material cost, receiving, handling, installation and Contractor overhead and profit.

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( \$ \_\_\_\_\_ )

ALLOWANCE No. 2 - Lump Sum Allowance: Include, in the Bid, the construction of two dormers that will provide access to the attic and the exterior mechanical pit within the mansard roof area.

This allowance includes material cost, receiving, handling, installation and Contractor overhead and profit.

Eighty-five Thousand Dollars and Zero Cents  
(\$85,000.00)

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**BID FORM**

I/We acknowledge Addendums numbered \_\_\_\_\_ and the price(s) submitted include any cost/schedule impact they may have.

This bid shall remain valid and cannot be withdrawn for thirty (30) days from the date of opening of bids, and the undersigned shall abide by the Bid Security forfeiture provisions. Bid Security is attached to this Bid.

The Owner shall have the right to reject any or all bids, and to waive any informality or irregularity in any bid received.

This bid is based upon work being accomplished by the Sub-Contractors named on the list attached to this bid.

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.

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: \_\_\_\_\_  
(Authorized Signature)

(Seal)

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

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

ATTACHMENTS

- Sub-Contractor List
- Non-Collusion Statement
- Affidavit(s) of Employee Drug Testing Program
- Bid Security
- (Others as Required by Project Manual)

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**BID FORM**

SUBCONTRACTOR LSIST

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.** This form must be filled out completely with no additions or deletions. **Note that all subcontractors listed below must have a signed Affidavit of Employee Drug Testing Program included with this bid.**

Subcontractor Category	Subcontractor	Address (City & State)	Subcontractors tax payer ID # or Delaware Business license #
1. Carpentry	_____	_____	_____
	_____	_____	_____
2. Shingle Roofing	_____	_____	_____
	_____	_____	_____
3. Flat Roofing	_____	_____	_____
	_____	_____	_____
4. Lightning Protection	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

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**BID FORM**

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 Design and Development, Division of Parks and Recreation.

All the terms and conditions of the Deerfield Golf Club Roof Replacement 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 \_\_\_\_\_ of  
20\_\_\_\_\_.

My commission expires \_\_\_\_\_. NOTARY PULIC \_\_\_\_\_

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

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**AFFIDAVIT  
OF  
EMPLOYEE DRUG TESTING PROGRAM**

4104 Regulations 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.

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 \_\_\_\_\_.

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