

**Addendum
No. 1**

Meeting Date: October 14, 2019
Addendum Date: October 16, 2019
Project: Fire Alarm System Replacement at
Carvel State Office Building
DFM Project No: MJ1002000018

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.

Clarifications / Pre-Bid Meeting Minutes:

1. Introductions:
 - a. OMB/DFM Project Manager – Chip Lieber (john.dunham@state.de.us) (302) 744-1163.
 - b. Studio JAED Project Manager – Dan Shurina (shurinad@studiojaed.com) 302-832-1652.
2. See attached pre-bid sign in sheets for reference.
3. Review of Bidding Timeline:
 - a. The bid opening is to take place in the reception area of the Facilities Management Office in the Thomas Collins Building, 540 S. DuPont Highway, Suite 1 (Third Floor), Dover, DE 19901 at **2:00 p.m. local time on Thursday, October 31, 2019.**
 - b. Bidders are to submit questions in writing by email to Dan Shurina at the e-mail address noted above. Responses will be issued by addendum.
 - c. Bidder questions will be accepted until 4:00 p.m., Friday, October 25, 2019.
 - d. The last day for addenda will be Monday, October 28, 2019.
4. All drawings must be purchased through RCI as noted in the bid advertisement. All information / addenda will be released through RCI for this bid. It is the contractor's responsibility to contact RCI or Studio JAED prior to the bid date to ensure all addenda have been received for the project.
5. **A voluntary contractor walkthrough is scheduled for Wednesday, October 23, 2019 at 9:00 AM.** Interested parties are to meet in the first floor DFM conference room at the Carvel State Office Building. The walkthrough will begin promptly at 9:00 AM.

6. The project includes a \$10,000 allowance for unforeseen conditions which is to be included in contractor's base bid price and is to be used at the owner's discretion as project progresses. The allowance is not intended for any portion of work indicated in the bid documents. Any balance remaining in the allowance is to be returned to owner by credit change order at project conclusion.
7. Bid Form and Required Documents:
 - a. Bidders may not alter the bid form.
 - b. If bid form is reissued during the bidding process, the latest bid form is to be submitted.
 - c. Bidders are not to leave any blank lines on the bid form. Fill out bid form completely.
 - d. Bidders are to individually acknowledge receipt of each numbered addendum received on the bid form. Bidders must list themselves for any listed subcontractors scope of work if they intend to do the scope of work with their own work force.
 - e. Drug affidavits are required to be submitted with bids.
 - f. Bidders are to include a copy of Delaware business license with bid form.
 - g. A bid bond is required to be submitted with the bid. Bidders are to use the state bid bond form, a copy of which is found in the project manual.
8. The contractor is responsible for obtaining all required permits to perform the specified work. No drawings have been submitted for permitting at this time. Signed and sealed drawings will be provided to the successful contractor for this purpose.
9. The existing fire alarm panel is by Notifier.
10. Cutting / patching requirements are as follows:
 - a. At all existing ceiling-mounted devices to be removed from ACT ceilings to be removed, provide new ceiling tile to match existing ceiling tiles.
 - b. At all existing ceiling-mounted devices to be removed from gyp. or plaster ceilings, ceilings are to be patched and painted to match surrounding area.
 - c. At all existing ceiling-mounted devices to be removed from spline ceilings, ceiling materials are to be removed as minimally needed for access, and in general the spline ceiling is to remain. Spline ceiling tile removal is to be reviewed with owner and engineer prior to related work.
 - d. At all existing wall-mounted devices to be removed from masonry, gyp. or plaster walls, walls are to be patched and painted to match surrounding area.

11. Work is generally to be performed during normal business hours with the exception of loud work activities which is to be approved and scheduled in advance and may require early morning or evening work and shutdowns. See 01 10 00 Summary for limitations to work hours.
12. Fire marshal acceptance testing and any shutdown of any building system including but not limited to fire alarm, sprinkler, electric, HVAC is to be scheduled and approved in advance during off hours between 6pm and 6am and work is to continue around-the-clock until the building system is restored.
13. Areas are to be cleaned daily and furniture and all other items are to be protected as required to prevent damage.
14. All line voltage power wiring (120V) and conduit is to be provided in accordance with Division 26. Rigid galvanized conduit is required for power wiring installed in unoccupied exposed areas including but not limited to electrical rooms.
15. No exposed wiring or conduit of any type is to be installed in occupied areas. All wall-mounted devices are to be recessed in existing walls.
16. All new, ceiling-mounted devices in ACT ceilings are to be centered in ceiling tile.
17. Remote test switches are to be provided for all duct detectors and are to be located as approved by DFM.
18. The existing fire alarm system is to remain in place and fully functional until the new system is installed and fully operational. A fire watch is to be provided by the contractor for any duration during which the building is without fire alarm protection.
19. The currently active Fire Alarm System may not be deactivated or decommissioned to begin its removal / demolition until the new Fire Alarm System is fully inspected and fully approved by the City of Wilmington Fire Marshal and has been active and has operated in problem-free condition for 4 weeks after the new Fire Alarm System's fully approved activation and operation has begun.
20. Included in the project manual is 00 41 14 Allowance Authorization. As a clarification, this form is to be signed by all parties prior to any additional work which is to be applied to the project allowance.
21. No contractor parking is available on site. A parking garage is located underground below the site and metered spots are available on the street.

22. No laydown, staging, dumpster or storage areas are available on site. Contractor to remove materials and trash daily following each shift.
23. The contractor is to provide a proposed construction schedule at the preconstruction meeting and is to update schedule continuously as project progresses and provide updated schedules at each progress meeting. See 01 32 00 Construction Progress Documentation for schedule documentation requirements. Schedules are to be itemized by floor area, at minimum. Work areas are to be scheduled and approved in advance and the owner may elect to change or disallow select work areas without notice.
24. No work is to be performed beyond the contract value and contract documents without validated written approval. Validated written approval includes a fully executed Allowance Authorization Form or a fully executed AIA Change Order.
25. LED scrolling message boards appear on IGDS Drawings but are to be provided with the fire alarm system as part of base bid including hardware, software and programming as needed to integrate and operate with the Fire Alarm System and Distributed Recipient Mass Notification System. The installation of IGDS system including sensors, hardware, software, wiring and programming as specified is to be provided as part of Add Alternate No. 2.

Changes to Scope:

1. The following list identifies an allowance of spare devices which are to be provided as part of the project and installed at any location within the area of work:
 - a. Two (2) Heat Detectors with Bases
 - b. Six (6) Monitoring Modules
 - c. Six (6) Relay Modules
 - d. Two (2) Duct Detectors with Sampling Tubes
 - e. Two (2) Photoelectric Smoke Detectors with Bases
 - f. Two (2) Pull Stations
 - g. Four (4) Wall-Mounted Speaker / Strobes

Installation is to include wiring and programming. Any unused devices are to be turned over to owner at project conclusion as attic stock.

Changes to Specifications:

None.

Changes to Drawings:

None.

General Information:

Pre-Bid Sign-in Sheet: Please see attached sheet for a list of the attendees at the mandatory pre-bid.

Pre-Bid Meeting Minutes: Please see above. These are now integral to the bidding documents.

END



HEADQUARTERS

2500 WRANGLE HILL ROAD
FOX RUN OFFICE PLAZA, SUITE 110
BEAR, DE 19701

302.832.1652 **PHONE**
302.832.1423 **FAX**

ARCHITECTS ENGINEERS FACILITIES SOLUTIONS

Project: Fire Alarm System Replacement
Carvel State Office Building
Project No.: MJ1002000018 / 16097

Pre-Bid Meeting
October 14, 2019

SIGN IN SHEET

ATTACH BUSINESS CARD

or WRITE: Name, Firm, Phone, Email, Signature

Name:
Firm:
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Email:
Signature:
Name: Chris Currey
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Project: Fire Alarm System Replacement
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Pre-Bid Meeting
October 14, 2019

SIGN IN SHEET

ATTACH BUSINESS CARD

or

WRITE: Name, Firm, Phone, Email, Signature

Large empty rectangular box for attaching business cards.

Name:	Adin Lewis
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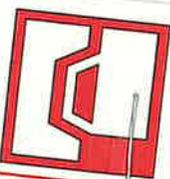


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