

Gerald G. Friedel, P.E.
Michael R. Wigley, AIA, LEED®AP
Randy B. Duplechain, P.E.
Charles R. Woodward, Jr., LS
W. Zachary Crouch, P.E.
Michael E. Wheedleton, AIA

**KENT COUNTY FAMILY COURT
LOBBY RENOVATIONS
400 COURT STREET, DOVER, DELAWARE 19901
DBF #586B034.A01 □ OMB/DFM# MC0208000003
JUNE 18, 2014**

ADDENDUM NO. 1

The following items shall become a part of the contract documents. Contractor must acknowledge receipt of this addendum on the Bid Form. Failure to do so may subject the Bidder to disqualification.

- Item No. 1 See attached Pre-Bid Meeting Minutes dated June 11, 2014
- Item No. 2 See attached Specification Section 01 21 00 ALLOWANCES
- Allowance #1 for Anti-Ballistic glazing system to be provided by Clear Security Systems shall be included in the scope of work. General Contractor shall provide installation accordance with manufacturer's instructions.
- Item No. 3 Refer to Specification Section 09 72 00 WALL COVERINGS, Article 2.3 VINYL WALL COVERING
- In Paragraph C, delete the phrase "full range" and substitute with the phrase "standard range."
 - Insert the following Paragraph D:
D. Basis-of-Design Product: Koroseal Interior Products, Victrex: Milano, or equal.
- Item No. 4 Refer to Specification Section 12 30 00 CASEWORK, Article 1.3 QUALITY ASSURANCE, Paragraph A, Sentence 1:
- Delete subparagraph "a" in its entirety.
- Item No. 5 Refer to Drawing D1
- Refer to Detail O1 STRUCTURAL NOTES, 4. FOUNDATIONS, second sentence: Delete the phrase "paid by the contractor." And replace with "paid by the owner."
 - Refer to J1 DEMOLITION PLAN:
 1. Add Keynote #12 in Vestibule 151.
 2. At the window being removed to accommodate new exit door, add the following note:
PROVIDE TEMPORARY STUD AND PLYWOOD WALL TO INFILL OPENING DURING TIME BETWEEN DEMOLITION AND INSTALLATION OF NEW EXIT DOOR.

- Item No. 6 Refer to Drawing A3, Detail O7 SECTION DETAIL
- CLARIFICATION: Provide a plywood substrate in front of bullet-resistant sheathing for application of the plastic laminate. Do not adhere the plastic laminate directly to the bullet-resistant sheathing.
- Item No. 7 Refer to Drawing MPD1 PLUMBING – PARTIAL FIRST FLOOR PLAN – DEMOLITION
- Near the jamb of the existing window to be removed for the proposed exit door, add the following note:
Relocate existing BAS controls box and surface raceway as required to accommodate new door and frame (approximately 6 inches).
- Item No. 8 Refer to Drawings ED1 and E1
- In Title Blocks for both sheets, provide General Note as follows:
 1. ALL REMOVAL/RELOCATION OF EQUIPMENT AND CONTROLS ASSOCIATED WITH LOW-VOLTAGE SYSTEMS SUCH AS SECURITY, CCTV, GARAGE DOORS, RADIO, TELEPHONE, AND EMERGENCY CALL SYSTEMS SHALL BE BY OWNER'S VENDOR (N.I.C.).

END OF ADDENDUM

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**PRE-BID MEETING MINUTES
KENT COUNTY FAMILY COURT
LOBBY RENOVATIONS
400 COURT STREET, DOVER, DELAWARE 19901
DBF #586B034.A01 OMB/DFM #MC0208000003
JUNE 11, 2014**

In Attendance

OMB/DFM:	Terri McCall	Phone: 302-739-5644
Family Court:	Lisa DiBuo John King Leann Summa	
Davis, Bowen & Friedel, Inc.:	Dan Ridgely	Phone: 302-424-1441 Fax: 302-424-0430 Email: dsr@dbfinc.com
Advantech, Inc.:	Ryan Kelly	ryank@advantechsecurity.net
Contractor attendees:	<i>See attached sign-in sheets</i>	

Items Discussed

1. Project was advertised starting June 2, 2014 on the State of Delaware website.
2. The sign-in sheet was distributed. Attendance at the pre-bid is mandatory for general contractors to submit a bid.
3. All questions during the bidding shall be submitted in writing to Davis, Bowen & Friedel, Inc., attention: Dan Ridgely, fax 302-424-0430, or email dsr@dbfinc.com. Please have requests for information or substitution to Dan by the end of business on Wednesday, July 18, 2014. No addenda will be issued 4 days before the bid deadline, unless to extend the bid.
4. **Bids will be due June 26, 2014 at 2:00 p.m.**, 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, Attn: Terri McCall. If the bid date and time change, the revised date and time will be issued via written Addendum. Please allow extra time when submitting bids to account for possible delays. No late bids will be considered.

5. One (1) original and two (2) copies of the bid must be submitted along with one (1) original and two (2) copies of a Bid Bond equal to ten percent of the bid price including alternates. A Performance Bond equal to 100 percent of the contract amount must also be posted upon execution of the contract. Bond forms required are in the specifications. No construction schedules are required with the bid. The Bid Bond must be submitted on the form shown in the specifications.
6. The subcontractor list must accompany the Bid Form and be fully completed in order to submit a qualifying bid. The prime general contractor and all subcontractors must be licensed to practice their trade in the State of Delaware and the City of Dover at the time of execution of the contract.
7. General Contractors who wish to receive addenda directly and be on the bidders list must purchase a minimum of one (1) set of bid documents from Davis, Bowen & Friedel, Inc. for \$100.00.
8. **A second, optional walkthrough will take place on Tuesday June 17, 2014 at 1pm.** Contractors interested in the second walkthrough are to meet Dan Ridgely in front of the Vestibule at this date and time.
9. The building will be occupied and in use during construction. An alternate public/employee entrance will be provided by the Family Court. Lobby will remain monitored by Family Court security. Contractor shall provide barriers around area of work and secure all materials, tools, etc. at all times.
10. Funding: The project is state funded. Prevailing Wage Rates will be required. For bidding purposes, contractors should refer to the rates and benefits effective March 15, 2014. A certified copy of the prevailing wage rates is included in the specification. The general contractor will be responsible to send wage reports to the Department of Labor.
11. Submissions: The contractor will be responsible for building permit and fire marshal submissions, and the associated fees to the City of Dover.
12. Scope: Work to be accomplished in accord with this contract includes the interior renovations of approximately 650 SF of the existing lobby of the Kent County Family Court facility. The renovations include the addition of a vestibule, interior reconfiguration of the security area, and miscellaneous ADA upgrades to the existing toilet rooms. Scope of work includes all related demolition, mechanical, and electrical appurtenances indicated in the bidding documents.

13. Schedule: There is no set schedule or deadline to complete the work associated with this contract. It is anticipated that notice to proceed will be sometime in July 2014, and the project be substantially complete within 90 calendar days.
14. All data, telephone, CA/TV, electronic access, and security systems will not be in the contractor's scope of work. There will be coordination required between the general contractor and the State's vendors for these items.
15. The contractor will be responsible for having a supervisor on site at all times during work of any subcontractors or their own forces, including punch-list work.
16. The Owner will provide electric, water service, and toilet facilities. An area on site will be established for a contractor staging and material storage at the Pre-construction meeting.
17. In order to request payment for construction materials, the materials must be on site.
18. There will be sprinkler modifications as part of the general contractors' scope of work. The existing sprinkler system is inspected by Wayman Fire Protection, Inc. See the bid documents for requirements.
19. Working hours will be Monday – Friday, 8am – 3:30pm, except State holidays.
20. Background checks by Facilities Management will be required for all workers on site.
21. An allowance for anti-ballistic glazing for \$6,180.00 will be added to the contractor's scope via Addendum #1. Contractor will be responsible for installation.

Any changes, additions or deletions to these minutes should be submitted in writing to Davis, Bowen & Friedel, Inc., within ten (10) days.

Respectfully Submitted,
DAVIS, BOWEN & FRIEDEL, INC.



Daniel S. Ridgely, AIA
Architect - Project Manager

\\Arch Files\State of DE 586\586B034.A01 Prebid Minutes.doc

Enc.: Pre-bid sign-in sheets
Cc: All attendees
Lt. Helsel

PRE-BID MEETING
 KENT COUNTY FAMILY COURT
 LOBBY RENOVATIONS
 DBF #586B034.A01
 JUNE 11, 2014

Name (Please Print)	Company Name & Address	Phone / Fax Email
Teddi King	BRS	302 786 2326 302 786 2079 Robinschurman@Comcast.net
B. Scott Schurman	Donald E Reisinger, Inc	610 696 6921 610 696 2352 brianscottschurman@comcast.net
KEITH LONG	John L Briggs Co. 106 E. LAUREL ST. GEORGETOWN, DE 19647	302-856-7033 302-856-7085 JLBR16650@VERIZON.NET
PETE KRAMER	J. S. Kramer, Inc. 120 MULLET RUN MILFORD, DE 19963	302-422-3900 302-422-4850 jskramer@adl.com
Tony Orta	Delco Builders Inc. 100 Naamans Rd. Suite 3-F Claymont, DE 19703	302-191-0243 302-191-0245 loudelco@comcast.net
Brian a Thompson	CONVENTIONAL BUILDERS INC.	302-422-2429 302-422-2135 Fax conventionalbid@comcast.net
GREG THOMPSON	CONVENTIONAL BUILDERS INC P.O. Box 47 Houston DE 19954	302-422-2429 302 422 2135 conventionalbuilders@comcast.net
Bill Michelinie	Brandywine Contractors, Inc. 34 Industrial Blvd. New Castle, DE 19720	302-325-2700 X104 302-325-2733 (fax) bmichelinie@bcf-online.com
Brian Smith	BSS Contractors 40 Chaversham Dr. West Grove PA 19390	484-256-4986 Phone 610-345-1318 Fax bsmith@bsscontractor.com
Tony Ventresca	Ventresca Bros., Inc. 2300 N. DuPont Hwy. New Castle, DE 19720	302-658-6436 302-658-2360 Tony@ventrescabros.com
James Burgess	Elite Construction 1306 S. Dupont Hwy. Dover, DE. 19901	302-399-3974 James@buildeelite.com

**PRE-BID MEETING
KENT COUNTY FAMILY COURT
LOBBY RENOVATIONS
DBF #586B034.A01
JUNE 11, 2014**

Name (Please Print)	Company Name & Address	Phone / Fax Email
JEFF RETTIG	KENT CONSTRUCTION CO 2 BIG OAK RD SMYRNA, DE 19977	302-653-4469 ✓ 302 653-4044 FAX ROSE@KENTCONSTRUCTIONCO.COM
CHUCK ARNOTT	DIAMOND ELECTRIC 3564 PEAKTREE RUN DOVER, DE. 19901	302-697-3296 CHUCK@DIAMONDELECTRIC.OEG
Frank Weatherstein	The Handyman of Fenwick 1158 Ridge rd Pylseville MD 21132	443-617-7889 Frank248@Verizon.net
Rick PEARCY	AMAKOR INC. 72 CLINTON STREET DOWNTOWN DE. 19706	302-834-8664 302-834-8681 AMAKOR@AOL.COM
Fred Fisher	First State Electric 25 Kings Lt New Castle DE 19720	302 322 0140 302 322 1146 fredf@firststateelectric.com
Jamie Boone	All state Electrical services 220 Tracer Dr. Clayton DE.	302-389-8936 302-389-8937 JAMIE@ASESI.COM
John C. Vickers	All State Electrical Services 220 Tracer Dr. Clayton DE.	302 389 8936 John@asesi.com

SECTION 01 21 00

ALLOWANCES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division- 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements for Allowances.
- B. Types of Allowances may include the following (Refer to "Schedule of Allowances" include at the end of this Section):
 - 1. Lump-sum Allowances.
 - 2. Unit-cost Allowances.
- C. Selection and Purchase:
 - 1. Purchase products, systems and labor specifically selected (in writing) by the Owner and/or as indicated in the Schedule of Allowances.
- D. Submittals:
 - 1. Submit invoices or delivery slips to show the actual quantities of materials delivered to the site and labor executed for use in fulfillment of each Allowance.
- E. Coordinate Allowance work with related work to ensure that each selection is completely integrated and interfaced with related work.
- F. Lump-Sum Allowances and Unit-Cost Allowances:
 - 1. These Allowances shall cover the cost to the Contractor, less any applicable trade discount, of the materials, labor and equipment required by the Allowance delivered at the site, and all applicable taxes.
 - 2. The Contractor's costs for unloading and handling on the site, labor, installation costs, overhead, profit and other expenses contemplated for the original Allowance shall be included separately in the Contract Sum and not in the Allowance.
 - 3. Whenever the cost is more than or less than the Allowance, the Contract Sum shall be adjusted accordingly by Change Order.
 - a. Change Order Mark-up: The amount of each change order resulting from final selection of products and systems covered by an Allowance shall be the difference

between the Contractor's purchase price amount and the Allowance, and shall not include Contractor's mark-up (or subcontractor's mark-up) except to the extent clearly demonstrated (by Contractor) that either scope of installation or nature of work required was changed from that which could have been foreseen from description of Allowance and other information in contract documents. No mark-up is permitted for selection of higher or lower priced materials or systems, of same scope and nature as originally indicated.

- b. Change Order Data: Where applicable, include in each change order proposal both the quantities of products being purchased and unit costs, along with total amount of purchase to be made. Where requested, furnish survey-of-requirements data to substantiate quantities. Indicate applicable taxes, delivery charges, and amounts of applicable trade discounts.

G. Unused Materials:

1. Return unused materials to the manufacturer or supplier for credit to the Owner, after installation has been completed and accepted.
 - a. When requested by the Owner, prepare unused material for storage by Owner where it is not economically practical to return the material for credit. When directed by the Owner, deliver unused material to the Owner's storage space. Otherwise, disposal of unused material is the Contractor's responsibility.

PART 2 - PRODUCTS (Not Applicable)

PART 3 – EXECUTION

3.1 EXAMINATION

- A. Examine products covered by an Allowance promptly upon delivery for damage or defects.

3.2 PREPARATION

- A. Coordinate materials and their installation for each Allowance with related materials and installations to ensure that each Allowance item is completely integrated and interfaced with related work. The general contractor shall be responsible for any necessary work that is not covered in each vendor's proposal indicated in the Schedule of Allowances.

3.3 SCHEDULE OF ALLOWANCES

- A. See attached Scope of Work from Clear Security Systems in the amount of \$6,180.00.

END OF SECTION

Clear Security Systems

759 Bloomfield Avenue, Suite 356, West Caldwell, NJ 07006
Office: 973-226-6387 Fax: 973-228-1215
www.clearsecuritysystems.com

<u>CUSTOMER BILL-TO ADDRESS</u>	<u>CUSTOMER SHIP-TO ADDRESS</u>
Terri S. McCall	Kent County Family Courthouse
State of Delaware Court System	New Entrance Area
540 South DuPont Highway	400 Court Street
Dover, DE 19901	Dover, DE 19901

SCOPE OF WORK AS FOLLOWS:

CRATE AND SHIP THE FOLLOWING:

Bullet Resistant Window System:

1. Three (3) aluminum structural tubes, each 4" x 4" x 70"h, to be installed vertically on each side of the two new BR glazing panels.
2. Two (2) UL Level 3 bullet resistant glazing panels: one (1) 34"w x 56"h, one (1) 18"w x 56"h
3. Aluminum horizontal framing and channel materials to secure the glazing panels to the 4" x 4" vertical tubes and countertop.
4. All necessary hardware and fasteners for a complete installation.
5. Crating and freight charges are included.
6. Installation is not included in this pricing and will be performed by others.
7. Shop drawings for approval will be provided in 3-5 days from an order.
8. An Exempt number will be provided in lieu of sales tax.

CSS HEREBY PROPOSES TO FURNISH COMPLETE MATERIALS IN ACCORDANCE WITH
THE ABOVE SPECIFICATIONS, FOR THE SUM OF **\$6,180.00 TAX EXEMPT.**
THE CUSTOMER AGREES TO PAY THE SALES TAX WHERE CSS DOES NOT COLLECT TAX.

ITEMIZED OPTIONS ARE IN ADDITION TO THE SCOPE OF WORK ABOVE:

NONE

ACCEPTANCE OF PROPOSAL

THE ABOVE PRICES, SPECIFICATIONS, AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED.
CSS IS AUTHORIZED TO PROCEED WITH THE WORK AS SPECIFIED. **OPTIONS WILL BE INITIALED AS APPROVED OR CROSSED OUT AS DECLINED.** PAYMENT WILL BE MADE AS AGREED ABOVE. ADA ISSUES AND THE ADHERENCE TO ADA RELATED STATE AND LOCAL CODES ARE THE RESPONSIBILITY OF THE CUSTOMER.

ACCEPTED BY: _____ DATE: _____

TYPE or PRINT: _____ TITLE: _____

Thomas R. Ermenville

Clear Security Systems: _____ DATE: June 5, 2014

THOMAS R. ERMENVILLE

Clear Security Systems – Specializing in Architectural Security