



ARCHITECTURE
ENGINEERING

ADDENDUM TO CONTRACT DOCUMENTS

Date: February 10, 2012

To: Pre-bid Meeting Attendees
Bidders

From: James A. Ament Jr., Assoc. AIA

Copies: John Dunham – Department of Facilities Management

Project: Exterior Painting – Richardson and Robbins Building
Dover, DE

Project Number: State of Delaware Project No. MC1002000011
BMG Project No. 2007153.07

Subject: **ADDENDUM NO. 1**

NOTICE: Attention is called to the following item(s), effective as of the date above, which shall be added to, deleted from, or changed in the contract documents dated January 30, 2012, and any previously issued addenda, thereby incorporating these items into the contract.

1.01 Mandatory Pre-bid Meeting Minutes

Date Held: 02/07/12
Time: 9:30 A.M.
Place: Becker Morgan Group, Inc., Dover, DE

Attendees	Representing	Phone	Fax	E-mail
James A. Ament Jr.	Becker Morgan Group	302-734-7950	302-734-7965	jament@beckermorgan.com
John Dunham	OMB/DFM	302-744-1185	302-739-3037	john.dunham@state.de.us
Jim Gray	Cassidy Painting, Inc.	302-683-0710	302-683-0709	jgray@cassidypainting.com
John Metz	Wheeler Services	302-325-9205	302-325-9359	jmetz88@comcast.net
Tom English	Kent Construction	302-653-6469	302-653-2108	lisa@kentconstructionco.com
Erik Olmsted	Atlantic Millwork	302-644-1405		erik@atlanticmillwork.com
Tyrone Marckese	Amakor, Inc.	302-834-8664	302-834-8681	amakor@aol.com
James Kygev	Allstates Construction	410-352-9800	410-352-3839	brenda@allstatesconst.com
Robin Schurman	DER	610-696-6921	302-335-3153	brianscottschurman1@comcast.net
David Aquadro	Marvin Dist. – Super Ent.	484-947-7203		daquadro@supermarvin.com
Rodney Baynard	Villa Brook	302-377-2478		baynard45@gmail.com
Pat Gallagher	Kenseal Const. Products	215-416-0230		pgallagher@kenseal.com
Steve Deleo	Coliseum Construction	207-565-9806		stephen@coliseumconstruction.net
Eric Duckworth	Coliseum Construction	215-399-8962		eric@coliseumconstruction.net
Mike Sanders	Harvard Environmental	302-326-2333	302-326-2335	msanders@harvardenv.com
Kirti Joshi	Joshi Construction Co.	302-239-5090	302-239-4704	joshiconstruction@comcast.net
Tom Collins	Pheonix Contracting	610-633-1032		office@pheonixcontractors.com

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Item	Discussion
1.02	Meeting: James A. Ament Jr. (BMG) conducted the meeting. Participants were reminded that this is a Mandatory Pre-Bid Conference.
1.03	Requests for Information: RFI are to be submitted to James A. Ament Jr. of Becker Morgan Group. RFI are to be transmitted via fax (302.734.7965), or as an attachment to an email jament@beckermorgan.com . No other submissions will be processed. Demarcation of the bidders' questions period will be provided in Addendum No. 1.
1.04	Prevailing Wage: Participants were reminded that the project is a prevailing wage job; and the Department of Labor approved prevailing wage form is included in the bid documents.
1.05	Bonding: Participants were reminded that the project is to be bonded, and that bidders are to use only the Bond forms provided in the Project Manual.
1.06	Project Scope: The base project scope was summarized as a lead paint abatement project as consisting of exterior paint strip, wood repair, and re-painting of the exterior wood trim and windows of the Richardson and Robbins Building as shown on the contract documents. Project also includes the removal of the existing wood windows and existing trim and replace in kind where indicated on the project documents. The General Contractor will remove existing window treatments and will set aside in the existing room or area as defined by the owner. The General Contractor will supply plywood enclosures with a neoprene gasket installed on plywood for seal to existing wall surface. The General Contractor will install new wood blocking at existing window return for the abatement contractor to install the plywood enclosures. The abatement contractor will install the plywood enclosures for ten (10) windows total, at a time, per phase of work, with the General Contractor supplied plywood enclosures with General Contractor supplied screws to cover existing openings for existing window removal by the abatement contractor. The General Contractor will install new wood full frame arched top windows in the existing window openings, install new sub-sill and new trim to match existing, in kind, at interior and exterior, including the arched top trim at the exterior. The project scope also includes three (3) alternates. These alternates are outlined in the project specifications and drawings accordingly. Alternate No. 1 is to replace the existing wood windows at existing courtyard with new wood full frame arched top double hung window units in kind with new wood sub-sill and new wood trim in kind to match existing including the arched top trim at exterior as noted on the contract documents. Alternate No. 2 is to replace the existing wood windows with new aluminum clad full frame arched top double hung window units with new aluminum sub-sill and new aluminum trim with finish to match existing including the arched top trim at exterior as noted on the contract documents. Alternate No. 3 is to scrape and re-paint existing hollow metal doors, frames, existing roof access ladder, existing conduit, existing edge guards etc. as noted on the contract documents. There is also a project allowance as noted in the specifications that shall be included in the project. <u>Post Meeting note:</u> The door D1 noted on the contract documents, existing weather stripping is to be removed from the door surround and sealant is to be installed at door and door stop accordingly as part of the work.
1.07	Bid Protocol: The Project Manual's <i>Advertisement for Bids</i> form was reviewed. Participants were informed that sealed bids are due by Wednesday, February 29, 2012 at 3:00pm at the Thomas Collins Building, 540 S. DuPont Hwy, Dover, DE. <u>Note: This is a revised Bid Opening Date in lieu of the Bid Opening Date noted in the Advertisement for Bids form noting February 23, 2012 at 3:00 pm.</u>
1.08	Bid Documents: Contractors can purchase Project Manual sets for \$75 (checks only) from Becker Morgan Group's office in Dover, DE. Those seeking to obtain bid documents are to call Becker Morgan Group's Dover office (302-734-7950).

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1.09 Bid Form: Participants were reminded to use the Bid Forms provided in the Project Manual. The Subcontractor list was reviewed and participants were asked if any trades not listed should be added. There was a revision made to the list. The revised Bid Form is attached to this Addendum No. 1 and shall be used for bidding. Bids submitted on superseded Bid Forms revised via Addenda will not be accepted. Bidders must also complete the “Employing Delawareans Reporting Requirements for Bidders” form as attached to the Bid Form to be submitted with Bid.

1.10 Subcontractor List: The subcontractor list was read and there was a revision made. The revised Bid Form is attached to this Addendum No. 1.

1.11 Construction Coordination: It was outlined that the building must stay in operation during construction; refer to Specification Section 01100,1.7 Access to Site through 1.9 Work Restrictions for additional information.

1.12 Contractor Responsibilities: The following must be followed by the contractor:

- Occupant protection plan in accordance with Delaware Regulation 4459 shall be submitted to Becker Morgan Group Inc.
- Waste to be tested for Hazardous or RCRA (Resource Conservation Recovery Act) Waste with TCLP (Toxic Characteristic Leaching Procedure). Owner will be responsible for costs of the TCLP sampling. Fiber, poly-lined drums may be needed for hazardous waste disposal.
- Hazardous Waste Transporter, listed in the Subcontractor Category on the Bid Form, shall be named with address and license ID.
- All workers assigned to this project would need to have a complete understanding of the OSHA regulations Lead in Construction 1926.62 and all employers shall comply with this regulation and are responsible for providing the proper PPE to the employee in accordance with the regulation.
- A 5 day notification shall be submitted to the Delaware Division of Public Health, Office of Lead Poisoning Prevention, 417 Federal Street, Dover, DE. 19901, Attn: Russell Dynes prior to project commencement.

1.13 Site Walk: After the pre-bid meeting, bidders walked the site to inspect the areas of work. Any resulting Bidders questions are to be submitted as RFI; refer to item 1.03. Potential bidders are advised to refer to Specification Section 017300, 3.1 Examination. Site visits during the bidding process can be performed on the exterior of the building at any time. Inspections on the building interior are permitted after notification of Richardson and Robbins building staff.

LIST OF ATTACHMENTS

1	Bid Document distribution list	02/10/12
2	Bid Form	02/10/12

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PROJECT MANUAL CHANGES:

Item	Description
1	Instructions to Bidders (ITB) <ul style="list-style-type: none"> • Paragraph 3.2.2 – Delete “at least seven days prior to the date for receipt of bids” from first sentence, Substitute “by 5:00 P.M. on February 21, 2012.”
2	Specification Section 01100 – “Summary” <ul style="list-style-type: none"> • Add Paragraph 1.7.B.2.c, to read: <ul style="list-style-type: none"> ○ “Contractor’s worker’s vehicles can be parked on first come first serve basis in existing parking areas adjacent to building. There shall be no parking in spaces marked with signs for building staff.” • Add Paragraph 1.7.B.2.d, to read: <ul style="list-style-type: none"> ○ “Contractor shall limit equipment, workers, etc. to areas of work during construction.” • Add Paragraph 1.7.C.1, to read: <ul style="list-style-type: none"> ○ “Contractor responsible for protection of surrounding yard and landscaping. Contractor will be responsible for any repairs needed to be made due to construction activity.”
3	Specification Section 015000 – “Temporary Facilities and Controls” <ul style="list-style-type: none"> • Paragraph 3.2.C.1, delete in its entirety. • Add Paragraph 3.4.F.2, to read: <ul style="list-style-type: none"> ○ “Contractors are to provide interior dust protection in area of work. Contractor must give owner 48 hour notification prior to start of work in a space.”

DRAWING CHANGES:

Item	Description
	None

END OF ADDENDUM NO. 1

cc:
Terri McCall OMB/DFM terri.mccall@state.de.us
All attendees

200715307av-Addm1.doc



ARCHITECTURE
ENGINEERING

Contract Document Pick-up Log
2007153.07 - Exterior Painting -
Richardson and Robbins Building

Date	Name	Representing	Phone #	Paid/Check #
02/03/12 – (UPS Standard Overnight)	Leonie Hanson leonie.hanson@reedbusiness.com	Reed Construction Data 30 Technology Pkwy South, Suite 100 Norcross, GA 30092	770.849.6470 800.303.8629 F	Check #64521 Paid \$75.00
02/07/12 – (Pick-up at Pre-Bid Meeting)	James Kygev brenda@allstatesconst.com	All States Construction Co., Inc. 11935 Hammer Road Bishopville, MD 21813	410.352.9800 410.352.3839 F	Check #059221 Paid \$75.00
02/07/12 – (Pick-up at Pre-Bid Meeting)	Pat Gallagher pgallagher@kenseal.com	Kenseal Construction Products 4 State Road PMB 166 Media, PA 19063	215.416.0230	Check #2901 Paid \$75.00
02/07/12 – (Pick-up at Pre-Bid Meeting)	Robin Schurman Brianscottschurman1@comcast.net	DER 201 Commerce Street Harrington, DE 19952	610.696.6921 302.335.3153 F	Check #3428 Paid \$75.00
02/07/12 – (Pick-up at Pre-Bid Meeting)	Tyrone Marckese amakor@aol.com	Amakor, Inc., 72 Clinton Street P.O. Box 636 Delaware City, DE 19706	302.834.8664 302.834.8681 F	Check #24607 Paid \$75.00
02/07/12 – (Pick-up at Pre-Bid Meeting)	Steve Deleo Stephen@coliseumconstruction.net	Coliseum Construction	207.565.9806	Check #511486439-9 Paid \$75.00
02/07/12 – (Pick-up at Pre-Bid Meeting)	Kirti Joshi joshiconstruction@comcast.net	Joshi Construction Company 2272 Brackenville Road Hockessin, DE 19707	302.239.5090 302.239.4704 F	Check #1679 Paid \$75.00
02/07/12 – (Pick-up at Pre-Bid Meeting)	Jim Gray jgray@cassidypainting.com	Cassidy Painting, Inc. 475 Old Airport Road New Castle, DE 19720	302.683.0710 302.683.0709 F	Check #35830 Paid \$75.00
02/07/12 – (Pick-up at Pre-Bid Meeting)	David Aquadro daqquadro@supermarvin.com	Super Enterprises – Marvin Distributor 5 Corporate Drive Cranbury, NJ 08512	484.947.7203 610.593.7419 F	Check #172 Paid \$75.00
02/07/12 – (Pick-up at BMG)	Richard Reed richr@atlanticmillwork.com	Atlantic Millwork & Cabinetry 17527 Nassau Commons Blvd. Lewes, DE 19958	302.644.1405 302.644.1406 F	Check #7996 Paid \$75.00

200715307ar-BidDocPickupLog.doc

Exterior Painting
Richardson and Robbins Building
Dover, Delaware

State Project No. MC1002000011
BMG Project No. 2007153.07
February 10, 2012

(PROJECT NAME)
(PROJECT LOCATION)
(PROJECT OR CONTRACT NUMBER)

BID FORM

For Bids Due: _____ (DATE) To: _____ (OWNER)

Name of Bidder: _____

Delaware Business License No.: _____ Taxpayer ID No.: _____

(Other License Nos.): _____

Phone No.: () _____ - _____ Fax No.: () _____ - _____

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:

\$ _____
(\$)

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: Replace existing wood windows at courtyard with new wood full frame double hung window units in kind with new wood trim in kind, new wood casing in kind and new wood sub-sill in kind.

Add/Deduct: _____
(\$)

ALTERNATE No. 2: Replace existing wood windows at courtyard with new aluminum clad double hung window units with new aluminum trim, new aluminum casing profiles and new aluminum sub-sill, finish to match existing.

Add/Deduct: _____
(\$)

ALTERNATE No. 3: Scrape and re-paint existing hollow metal doors, frames, existing roof access ladder, existing conduit, existing edge guards etc.

Add/Deduct: _____
(\$)

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(PROJECT NAME)
(PROJECT LOCATION)
(PROJECT OR CONTRACT NUMBER)

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:

	<u>ADD</u>	<u>DEDUCT</u>
UNIT PRICE No. 1: <u>Wood window sill and door frame and door sill repairs (L.F.)</u>	\$ _____	\$ _____
UNIT PRICE No. 2: _____ <u>Window screen replacement (S.F.)</u>	\$ _____	\$ _____

**Exterior Painting
Richardson and Robbins Building
Dover, Delaware**

**State Project No. MC100200011
BMG Project No. 2007153.07
February 10, 2012**

(PROJECT NAME)

(PROJECT LOCATION)
(PROJECT OR CONTRACT NUMBER)

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 _____ 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. In addition, we will complete this project in _____ working days using _____ workers each day.

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:** _____
(SEAL) (Authorized Signature)

(Title)
Date: _____

ATTACHMENTS

- Sub-Contractor List
- Non-Collusion Statement
- Bid Security
- (Others as Required by Project Manuals)

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(PROJECT NAME)
(PROJECT LOCATION)
(PROJECT OR CONTRACT NUMBER)

BID FORM

SUBCONTRACTOR LIST

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.**

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City & State)</u>
1. Carpentry	_____	_____
2. Lead Paint Abatement	_____	_____
3. Hazardous Material Hauler	_____	_____
4. Sealants	_____	_____
5. Paint	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____

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(PROJECT NAME)
(PROJECT LOCATION)
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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 Management and Budget, Division of Facilities Management*).

All the terms and conditions of (*Project or Contract Number*) have been thoroughly examined and are understood.

NAME OF BIDDER: _____

**AUTHORIZED REPRESENTATIVE
(TYPED):** _____

**AUTHORIZED REPRESENTATIVE
(SIGNATURE):** _____

TITLE: _____

ADDRESS OF BIDDER: _____

PHONE NUMBER: _____

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.

Employing Delawareans Reporting Requirements for Bidders

Consistent with Section 40 of Senate Bill 130, below are reporting requirements that must be filled out for projects funded through "Building Delaware's Future Now Fund". This information shall be submitted along with your bid proposal.

Contractor Name: _____

Project Name: _____

1. The number of people reasonably anticipated to be employed on the project (excluding subcontractors): _____
2. The number and percentage of such employees who are bona fide legal residents of the State:
Number: _____ Percentage: _____
3. The total number of employees of the bidder: _____
4. The total percentage of employees of such bidder who are bona fide residents of the State:

5. To the extent subcontractors are to be employed, the bidder shall disclose its reasonable, good faith determination of the number and percentage of employees of such subcontractors who are bona fide legal residents of the State: Number: _____ Percentage: _____

No bid for any contract hereunder shall be responsive unless the prospective bidder discloses the information requested.

Bona Fide Delaware resident is defined in section 40 paragraph d: *(d) For purposes of this section, "bona fide legal resident of this State" shall mean any resident who has established residence of at least 90 days in the State.*

All contractors awarded contracts hereunder shall submit a report to the Director of the Office of Management and Budget setting forth the actual number and percentage of employees of such contractor who are bona fide legal residents of the State. To the extent subcontractors are employed in connection with any such contractor, the contractor shall further disclose the actual number and percentage of employees of such subcontractor who are bona fide legal residents of the State. Such report shall be due on the earlier of 30 days from the completion of the project or December 31 of each calendar year.

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To be filled out by Awarding State Agency/Organization:

State Agency Name: _____

Point of Contact & Phone Number: _____

Bid (\$) Amount: _____

Appropriation Number: _____