



ADDENDUM TO CONTRACT DOCUMENTS

Date: January 20, 2017

To: Bidders

From: Wayne J. Sharp, AIA

Copies: All Attending Pre-Bid Meeting, see attached sign-in sheet
Terri McCall, DFM Project Manager
Natalie Curran, MyMarketplace
Delaware Contractors Association
Associated Builders and Contractors

Project: **Delaware State Police Troop 5 Restroom Renovations**
Bridgeville, Delaware

Project Number: BMG Project No. 2015142.02
Contract No.: MC1002000348

Subject: **ADDENDUM NO. 03**

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 December 15, 2016, and any previously issued addenda, thereby incorporating these items into the contract.

PROJECT MANUAL CHANGES:

Item	Description
1	<p>Addendum No 1:</p> <ul style="list-style-type: none">Additional information on Pre-Bid Item No. 20 included in Addendum No. 1: <p>All Contractors and Subcontractors are required to obtain background checks and they are required to pay for them. The cost and location information is below. This project will require the Federal background checks.</p> <p>A Criminal History Background Check is obtained through fingerprints. You must provide photo Identification, such as a valid driver's license or State ID (from any state). You do not need a social security card or a birth certificate.</p> <p>Juveniles (under 18) must be accompanied by a parent, or guardian to authorize the criminal history. Juveniles must present either one of the above types of ID's, or a school ID is acceptable.</p> <p>The fee for a State of Delaware Criminal Background Check is \$52.00.</p> <p>The fee for a State and Federal Criminal Background Check (must be mandated by law) is \$65.00.</p> <p>Payment options are cash (except Sussex County), credit or debit cards, certified checks, money orders, or company checks made out to Delaware State Police. We do not accept American Express or personal checks.</p>

Kent County (no appointment needed except for DPC Applicants)

The office is located at 655 South Bay Road, Suite 1B, Dover, DE 19901, in the Blue Hen Corporate Center. Enter the road between Kent County Levy Court and Firestone, then follow the fingerprint signs.

Hours of operation are:

- Mondays, 8:30 a.m. to 6:30 p.m.
- Tuesday through Friday, 8:30 a.m. to 3:30 p.m.
- Call 302-739-5871 for more information

The results of the completed certified criminal history will not be returned the same day. The results will be forwarded to the recipient as soon as operationally possible.

- [Holiday Closing Schedule](#)

Sussex County (by appointment only)

The office is located inside the Thurman Adams State Service Center located at 546 S. Bedford Street, Room 202, Georgetown, DE.

Hours of operation are:

- Monday –Thursday, 8:30 a.m. – 3:30 p.m.
- To schedule an appointment call 302-739-2528.
- CASH IS NOT ACCEPTED at this location.

The results of the completed certified criminal history will not be returned the same day. The results will be forwarded to the recipient as soon as operationally possible.

- [Holiday Closing Schedule](#)

New Castle County (by appointment only)

The office is located at Delaware State Police Troop 2, on Route 40, in Bear, just west of the Fox Run Shopping Center, between routes 72 and 896, across from the Glasgow walking park and next to the YMCA.

The hours of operation are:

- Mon, Wed, Thurs, and Fri, 8:30 a.m. to 3:15 p.m.
- Tuesday, 11:30 a.m. to 6:15 p.m.
- To schedule an appointment call 302-739-2528.

The results of the completed certified criminal history will not be returned the same day. The results will be forwarded to the recipient as soon as operationally possible.

- [Holiday Closing Schedule](#)

Out Of State Residents - (mail in request for certified criminal history)

DRAWING CHANGES:

Item	Description
	None

LIST OF ATTACHMENTS

Item	Description	
1	Pre-Bid meeting Attendance Sign-In Sheet (updated)	01/10/17

END OF ADDENDUM No. 03

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ARCHITECTURE
ENGINEERING

Meeting Attendance – Pre-Bid Conference

Date / Time : 01/10/17

Project Name: DSP Troop 5 Restroom Renovations

Project No. / Contract No. : 2015142.02 / MC1002000348

Location: DSP Troop 5, 9265 Public Safety Way, Bridgeville, DE

Attendees (Please print legibly)

NAME	AGENCY/COMPANY	TELEPHONE	EMAIL	FAX
Wayne Sharp	BMG	302-734-7950	wsharp@beckermorgan.com	302-734-7965
Joseph DeGrace	BMG	302-734-7950	jdegrace@beckermorgan.com	302-734-7965
Terri McCall	OMB/DFM	302-387-5498	terrimccall@state.de.us	302-739-3037
Darren Short	DE S. Police Troop 5	302-232-3427	Darren.short@state.de.us	302-856-1094
Don Gerrardi	OMB/ Facilities Management	302-2360224	Don.gerrardi@state.de.us	302-
Rob Rettig	Merit Mechanical	302-366-8601	tretting@meritech.com	302-368-4616
Scott Capaldi	Critical Design and Construction Corp.	302-588-4406	sacapaldi@cdacorp.net	302-622-9222
Steve Serbo	Amakor, Inc.	302-834-8664	amakor@aol.com	302-834-8681
Brittany O'neal/Thompson	Conventional Builders	302-422-2429	conventionalbuilders@comcast.net	302-422-2135
Justin Luckhardt	John L. Briggs Co.	302-856-7033	contact@jlbriggs.com	302-856-7085
Daniel Mills	Delmarva Veteran Builders	410-251-3822	daniel@delmarvaveteranbuilders.com	
Rob Solloway	Kent Construction Co.	302-653-6469	Estimator2@kentconstructionco.com	302-653-4044
Robin Schurman	BRS Contractors	302-786-2326	robin@brsconinc.com	302-786-2326
Doug Doherty	C and D Contractors	302-764-2020	Kvande-griff.cd@verizon.net	302-764-7585
George Carpenter	C and C Mechanical, Inc	302-284-8404	ccmechanicalinc@comcast.net	302-284-4314

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