

# BERNARDON

ARCHITECTURE  
INTERIOR DESIGN  
LANDSCAPE ARCHITECTURE

## ADDENDUM No.: 01

Project Name: Carvel Building – Ninth Floor Interior Renovations  
State of Delaware Contract Number: MCI1002000304

Project No.: 8216.16-15

Date of Issue: September 14, 2016

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: Tuesday, September 27, 2016 by 2:00PM  
Division of Facilities Management  
Thomas Collins Building  
540 South DuPont Highway, Suite 1,  
Dover, DE 19901

The purpose of the meeting was for a mandatory pre-bid meeting for the renovation of the existing fourth floor restrooms in the Carvel Building and to lay out the procedures that will be followed during the project.

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Location: Carvel Building, First Floor Conference Room

Date of Meeting: September 12, 2016, 10:00 AM

Present for: State of Delaware  
Patrick Carter – Department of Finance (DoF)  
Richard Pirozzi – Department of Finance (DoF)  
Robert Del Campo – Office of Management and Budget (OMB)  
Mike Travers – Office of Management and Budget (OMB)

### Contractors

Louis Deldeo – Delseo Builders Inc. (DBI)  
Jim Orga – First State Electrical (FSE)  
Lee Turner – Modern Controls (MCI)  
Brian Smith – BSS Contractors (BSS)  
Kurt Vandenbraak – EdiS Company (EDiS)  
Bill Booth – Commonwealth Construction Co. (CCC)  
Bill Michelinie – Brandywine Contractors, Inc. (BCI)  
Robert Mullin – Robert Mullin HVAC (RM)  
Tony Orga – Deldeo Builders Inc. (DBI)  
Stacey Bush – Amakor, Inc. (AI)



Bernardon  
Douglas A. Eriksen, AIA

The following items were discussed:

- 1.01 It was stated that bids are due Tuesday, September 27, 2016 at 2:00pm at Division of Facilities Management, Thomas Collins Building, Suite 1, 540 South DuPont Highway, Dover, DE 19901.
- 1.02 The question was raised if there would be a requirement of overtime or night shift work. DoF responded that the work area is a secured area and that all work will be performed between 7:30am and 4:00pm when they have staff on site.
- 1.03 The last day for questions is noon on Thursday September 22, 2016.
- 1.04 Bernardon directed all contractors to review Section 01 14 00 – Work Restrictions included in the specifications.
- 1.05 The Contractor shall notify the State one (1) week prior to start of construction/demolition so that they have time to notify building tenants.
- 1.06 Prior to mobilization the Contractor should submit shop drawings and cut sheets for review and approval.
- 1.07 OMB requested that they be notified a few days prior to commencement of any excessively noisy work so that they may notify nearby departments and reschedule work if something important comes up.
- 1.08 OMB stated that existing finishes in the Corridor will need to be protected and that any damage will be the responsibility of the Contractor.
- 1.09 Contractors were informed that there will not be any laydown area available and that they will need to bring material they will be using on site daily.
- 1.10 Contractors will not have a dedicated elevator; however they will have use of the freight elevator.
- 1.11 Contractors will have limited use of the loading dock. Any use shall be coordinated with Maurice Jenkins.
- 1.12 It was determined that contractors shall list their sub-contractors for electrical, HVAC, carpentry, painting, and sprinklers on the bid form.
- 1.13 Besides those items listed in the project manual, Contractors must include a copy of their Delaware Business license, drug testing affidavit, and acknowledgement of addendum with



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their bids. Failure to do so will be grounds for immediate decline of the bid. A drug testing affidavit is required for the GC as well as each of their sub-contractors.

1.14 It was reported that the project will need to be done in two phases. See attached sketch SKA-091216.01.

1.15 The pre-bid meeting included a walk-thru of the existing ninth floor areas to be renovated.

1.16 Pre-Bid Meeting sign-in sheet is attached.

The meeting was adjourned at 11:00.

T:\8216.20-15 Carvel 4th Flr Restrooms CA\Documents\Admin\mm 160202 Pre-Bid.doc

**DRAWING REDACTED**

**Sign-In Sheet**  
**Ninth Floor Interior Renovation**  
**Carvel State Office Building**

**PRE-BID MEETING**

**Monday September 12, 2016 at 10:00 AM**

No.	Name	Representing	Phone No.	E-Mail Address
1	Douglas A Eriksen	Bernardon	302-498-6071	deriksen@bernardon.com
2	Louis DeIdea	DEIDEA BUILDERS INC	302-991-0243	loudeidea@COMCAST.NET
3	JIM OREGA	FIRST STATE ELECTRIC	302 322-0140	jimo@FIRSTSTATEELECTRIC.COM
4	Lee Turner	Modern Controls	302 305 6800	L.Turner@ModernControls.COM
5	Brian Smith	BSS CONTRACTORS	(410) 345-1316	bsmith@bsscontractor.com
6	Patrick Carter	Dept. of Finance	302-577-8686	
7	RICHARD PINDAZI	" " "	302-577-8570	
8	Kurt Vanderbrack	EDIS COMPANY	302-421-5700	Kurt@EDISCOMPANY.COM
9	BILL BOOTH	COMMONWEALTH CONSTR. CO.	302-654-6611	bbooth@ITS COMMONWEALTH.COM
10	Bill Michelinie	Brandywine Contractors, Inc	302-325-2700 x104	bmichelinie@bci-online.com

**Sign-In Sheet**  
**Ninth Floor Interior Renovation**  
**Carvel State Office Building**

11	Robert Mullin	Robert Mullin HVAC	302-893-7217 302-528-1835	RobertMullinHVAC@gmail.com
12	Mike TRAVERS SR	DFM	302-270-8641	Michael.Travers@State.DE-US
13	* Gary Mack	DFM	302-415-0920	Gary.Mack@State.DE-US
14	Stacey Bush	Amakor@aol.com	302 834-8664	Amakor@aol.com
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