

Addendum No. 2

Date: March 22, 2017

Project: LEONARD L. WILLIAMS JUSTICE CENTER
ELEVATOR NUMBER 10 & 11 MODERNIZATION
MC1002000358

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.

General

1. **There will be an additional walk through for contractors:**
 - **Monday, March 27 at 1:00**
 - **Meet at the Lower Level 1 Conference Room**
2. The Pre-Bid Sign In Sheet is attached.
3. Bids due 3:00pm on April 6, 2017 at DFM.
4. The deadline for RFIs to StudioJAED is Thursday, March 30, 2017 at 4:00 pm.
5. RFI and questions are to be submitted via email to Paul Guggenberger and Philip Conte at StudioJAED.
guggenbergerP@studiojaed.com
contep@studiojaed.com

Pre Bid Meeting Minutes

1. Introductions
2. Review Scope
 - a. In general, the scope of work includes replacing the major components to address the current deficiencies. The project includes replacing the elevator controller, door controller, door equipment, and floor selector to create a “feedback closed loop” control system. Non-compliant current code deficiencies such as pit ladder extension, pit lighting/power, and fire protection devices within the machine room will be corrected. Within the scope of the work, the hall and car controls, lanterns, and indicators will be upgraded. The project will include alternates for the modernization to a second elevator, new interior cab finishes as well as new entrance door panels. A number of miscellaneous and typical improvements will occur and include, sealing any machine leaks, adjusting brakes, cleaning the sling/platform, cleaning and painting the existing counter weight frame, and lubricating the safety plank. In addition to the major component replacement, the following scope of work will support the

overall elevator modernization. The work includes furnishing and installing a new motor, rope gripper, over speed governor, hoist and governor cables, guides, traveling cable, and buffers.

- b. If the Add Alternate for the second elevator is accepted, ALL WORK must be completed on the Base Bid Elevator before work begins on the second elevator. All requirements noted herein for the Base Bid also applies to the Add Alternate.
- c. No work may be executed in the elevator shafts during typical working hours of the courts. All work associated with scope within the shaft is to be completed off hours. This parameter is for both the Base Bid and the Add Alternate.
- d. When Elevator #10 is removed from service for modernization, the contractor shall be responsible and required to ensure that Elevator #11 remains in continued and uninterrupted operation. Any scope of work required to provide continued operation of Elevator #11 during the modernization to Elevator #10 shall be the burden of the contractor. All labor and material associated with this aforementioned requirement is to be included in the Base Bid. Additionally, upon completion of the Elevator #10 modernization, all work associated with a cross cancellation panel with auxiliary interface board which will communicate between the existing Kone KCM 831 Controller and the new Pixel controller shall be the burden of the contractor. All labor and material associated with this requirement including, but not limited to, the cross cancellation panel with auxiliary interface board is to be included in the Base Bid. The goal of this requirement is to provide the same level of elevator response to call button action as exists today.

3. Review Bid Form

- a. Complete forms as presented, do not edit or alter.
- b. Provide all information requested in full or bid will not be accepted.
- c. Employee drug testing form is required, including sub-contractors.
- d. Acknowledge all addendums as individual items, by number.
- e. Include a copy of your business license, not just a number.
- f. Provide entry for all trades listed on Subcontractor List. If work is to be self-performed, enter your company's information.

4. Review Sub Contractor List

- a. Conveying
- b. Electrical

5. Review Alternates

- a. Alternate 1: All labor and material to provide new interior cab finishes including walls, floors, lighting and ceilings.
- b. Alternate 2: All labor and material to provide new corridor entrance doors for both elevators at all 14 landings.
- c. Alternate 3: All labor and material to modernize Elevator 11.

6. Review Allowances
 - a. Allowance 1: \$10,000
7. Prevailing Wage Project
 - a. Rates included in specifications.
8. Coordination
 - a. A paving project by others will run parallel to the brick paving project. General contractor is required to coordinate with the paving contractor.
9. Schedule
 - a. Anticipate prompt award and commencement after bids are received.
 - b. All work shall be completed on off hours; 6:00pm to 6:00am.
 - c. Work on site shall not commence until all elevator materials have been received by the contractor.
10. Lay Down Area, Security and Occupancy
 - a. After hours parking is available in the secure parking lot.
 - b. Two parking spaces will be provided for contractor use during daytime hours if required. Use of spaces shall be scheduled and coordinated with Courthouse representative.
 - c. Space will be provided adjacent to the loading dock for contractor's use for placement of shipping container or dumpster or mobile office or similar.
 - d. Contractor may use loading dock. Temporary staging area will be provided at dock.
 - e. Mechanical space immediately adjacent to elevator machine room may be utilized as staging area.

Changes to Specification Manual:

Front End

1. *Specification 00 41 13 – Bid Form (Attached)*
 - a. Revise text for Alternate #3 to read as follows:

All labor and material to modernize Elevator #11, including new interior cab finishes.
 - b. Add text requiring the following scheduling information:

Time to receive all required elevator equipment and components:
_____calendar days.

Time to achieve substantial completion after receipt of all required elevator equipment and components:
_____calendar days.

Use only this Bid Form with notation Rev. 1 March 22, 2017 at the header for your submission to DFM.

2. *Specification 01 23 00 – Alternates (Attached)*

a. Revise text for Alternate #3 to read as follows:

All labor and material to modernize Elevator #11, including new interior cab finishes.

Attachments

1. Pre-Bid Sign In Sheet
2. Specification 00 41 13 – Bid Form, Rev. 1, dated March 22, 2017
3. Specification 01 23 00 – Alternates, Rev. 1, dated March 22, 2017

END

HEADQUARTERS2500 WRANGLE HILL ROAD
FOX RUN OFFICE PLAZA, SUITE 110
BEAR, DE 19701302.832.1652 **PHONE**302.832.1423 **FAX****ARCHITECTS****ENGINEERS****FACILITIES SOLUTIONS**

Project: State of Delaware (MC1002000358)
Leonard L. Williams Justice Center Elevator Modernization
Project No.: 16054
Date: March 21, 2017

**PRE-BID
SIGN IN SHEET****REPRESENTATIVE****FIRM, PHONE NUMBER, EMAIL & FAX**

- | | | |
|-------|-----------------------------|---|
| 1. | <u>Xavier Rivera</u> | <u>OTIS Elevator Co.</u> |
| | | <u>856-642-4944</u> |
| | | <u>xavier.rivera@otis.com</u> |
| | | <u>No Fax #</u> |
| <hr/> | | |
| 2. | <u>Tony Lombardi</u> | <u>Amakor</u> |
| | | <u>302-834-8664</u> |
| | | <u>amakor@aol.com</u> |
| | | <u>302-834-8681</u> |
| <hr/> | | |
| 3. | <u>Bill Walthes</u> | <u>Allied Elevator</u> |
| | | <u>856-324-0621 x120</u> |
| | | <u>billw@alliedelevator.com</u> |
| | | <u>856-324-0736</u> |
| <hr/> | | |
| 4. | <u>Jim Dougherty</u> | <u>ThyssenKrupp Elevator Americas</u> |
| | | <u>609-567-2333</u> |
| | | <u>jim.dougherty@thyssenkrupp.com</u> |
| | | <u>866-223-2588</u> |
| <hr/> | | |
| 5. | <u>Michael Sanfrancesco</u> | <u>Brandywine Elevator Company</u> |
| | | <u>302-543-5726</u> |
| | | <u>msanfran@brandywineelevator.com</u> |
| | | <u>302-288-2317</u> |

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ARCHITECTS

ENGINEERS

FACILITIES SOLUTIONS

Project: State of Delaware (MC1002000358)
Leonard L. Williams Justice Center Elevator Modernization
Project No.: 16054
Date: March 21, 2017

**PRE-BID
SIGN IN SHEET**

REPRESENTATIVE	FIRM, PHONE NUMBER, EMAIL & FAX
6. <u>Jean Elliott</u>	<u>Kencor Elevator Systems</u> <u>610-430-2110</u> <u>jelliott@kencorelevator.com</u> <u>610-430-2109</u>
7. <u>Wayne Matesig</u>	<u>Kencor Elevator Systems</u> <u>610-430-2110</u> <u>wmatesig@kencorelevator.com</u> <u>610-430-2109</u>
8. <u>Karin Sweeney</u>	<u>State of Delaware OMB/DFM</u> <u>302-744-1196</u> <u>karin.sweeney@state.de.us</u> <u>No Fax #</u>
9. <u>Robert Miller</u>	<u>Delaware Elevator</u> <u>302-363-4281</u> <u>robmiller@delawareelevator.com</u> <u>No Fax #</u>
10. <u>Art Cohen</u>	<u>State of Delaware OMB/DFM</u> <u>302-577-8190</u> <u>art.cohen@state.de.us</u> <u>302-577-2773</u>

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ARCHITECTS

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Project: State of Delaware (MC1002000358)
Leonard L. Williams Justice Center Elevator Modernization
Project No.: 16054
Date: March 21, 2017

**PRE-BID
SIGN IN SHEET**

REPRESENTATIVE	FIRM, PHONE NUMBER, EMAIL & FAX
11. <u>John Grimes</u>	<u>Stanley Security</u> <u>302-255-2304</u> <u>john.grimes@sbdinc.com</u> <u>No Fax #</u>
12. <u>Sgt. Michael Manley</u> <u>c/o Lt. Michael Hertzfeld</u>	<u>Capitol Police</u> <u>302-255-0022</u> <u>No Email</u> <u>No Fax #</u>
13. <u>Dan Bohn</u>	<u>Delaware Elevator</u> <u>443-497-2040</u> <u>dbohn@delawareelevator.com</u> <u>No Fax #</u>
14. <u>James Wright</u>	<u>State of Delaware</u> <u>302-255-0092</u> <u>james.wright@state.de.us</u> <u>No Fax #</u>
15. <u>Paul Guggenberger</u>	<u>StudioJAED</u> <u>302-832-1652</u> <u>guggenbergerp@studiojaed.com</u> <u>302-832-1423</u>

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: State of Delaware (MC1002000358)
Leonard L. Williams Justice Center Elevator Modernization
Project No.: 16054
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**PRE-BID
SIGN IN SHEET****REPRESENTATIVE****FIRM, PHONE NUMBER, EMAIL & FAX**

16. Rob DelCampo

State of Delaware

302-739-5644

robert.delcampo@state.de.us

No Fax #

Leonard L. Williams Justice Center
Elevator Number 10 & 11 Modernization
MC 1002000358

BID FORM

For Bids Due: (DATE) _____

To: State of Delaware
Office of Facilities Management

Name of Bidder: _____

Delaware Business License No.: _____ Taxpayer ID No.: _____
(A copy of Bidder's Delaware Business License must be attached to this form.)

(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.

ADD ALTERNATE #1 All labor and material to provide new interior cab finishes including walls, floors, lighting, and ceilings.

\$ _____
(\$ _____)

ADD ALTERNATE #2 All labor and material to provide new corridor entrance doors for both elevators at all 14 landings.

\$ _____
(\$ _____)

ADD ALTERNATE #3 All labor and material to modernize Elevator #11, including new interior cab finishes.

\$ _____
(\$ _____)

ALLOWANCES

The following allowance is set aside for unpredicted scope on the project, to be verified and billed as the project conditions dictate:

ALLOWANCE #1: \$10,000.00

**Leonard L. Williams Justice Center
Elevator Number 10 & 11 Modernization
MC 1002000358**

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 thirty (30) days from the date of opening of bids (60 days for School Districts and Department of Education), 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.

Time to receive all required elevator equipment and components: _____ calendar days.

Time to achieve substantial completion after receipt of all
required elevator equipment and components: _____ calendar days.

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
Affidavit(s) of Employee Drug Testing Program

Bid Security
Copy of Business License
(Others as Required by Project Manuals)

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MC 1002000358

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.** This form must be filled out completely with no additions or deletions. **Note that all subcontractors listed below must have a signed Affidavit of Employee Drug Testing Program included with this bid.**

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City & State)</u>	<u>Subcontractors tax payer ID # or Delaware Business license #</u>
1. CONVEYING	_____	_____	_____
2. ELECTRICAL	_____	_____	_____

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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:

E-MAIL:

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.

**Leonard L. Williams Justice Center
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**AFFIDAVIT
OF
EMPLOYEE DRUG TESTING PROGRAM**

4104 Regulations for the Drug Testing of Contractor and Subcontractor Employees Working on Large Public Works Projects requires that Contractors and Subcontractors implement a program of mandatory drug testing for Employees who work on Large Public Works Contracts funded all or in part with public funds.

We hereby certify that we have in place or will implement during the entire term of the contract a Mandatory Drug Testing Program for our employees on the jobsite that complies with this regulation:

Contractor/Subcontractor Name: _____

Contractor/Subcontractor Address: _____

Authorized Representative (typed or printed): _____

Authorized Representative (signature): _____

Title: _____

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.

SECTION 01 23 00

ALTERNATES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Description of Alternates.

1.02 RELATED REQUIREMENTS

- A. Document 00 21 13 - Instructions to Bidders: Instructions for preparation of pricing for Alternates.

1.03 ACCEPTANCE OF ALTERNATES

- A. Alternates quoted on Bid Forms will be reviewed and accepted or rejected at Owner's option. Accepted Alternates will be identified in the Owner-Contractor Agreement.
- B. Coordinate related work and modify surrounding work to integrate the Work of each Alternate.

1.04 SCHEDULE OF ALTERNATES

- A. Alternate No. 1 - All labor and material to provide new interior cab finishes including walls, floors, lighting, and ceilings.:
- B. Alternate No. 2 - All labor and material to provide new corridor entrance doors for both elevators at all 14 landings.:
- C. Alternate No. 3 - All labor and material to modernize Elevator #11, including new interior cab finishes.:

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION