

Addendum #1

Date: August 22, 2018
Project: Carvel State Office Building -
Lobby Renovations

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.

Clarifications

1. Pre-Bid Meeting Minutes attached.
2. Pre-Bid sign-in sheet attached.

Changes to the specifications

1. Revised subcontractor List updated to include Controls and remove Security.
2. Revised allowance form to add Allowance No. 2 for \$20,000 for Security/Data scope.

END

Pre Bid Meeting Agenda

Date: August 21, 2018
Project: Carvel State Office Building - Lobby Renovations

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. Bids due **2:00pm on September 6, 2018** at the OMB/DFM office located in the Thomas Collins Building at 540 S. DuPont Highway, Suite 1, 3rd Floor in Dover.
2. The deadline for RFIs to StudioJAED is **Thursday, August 30th, 2018 at 4:00 pm**.
3. RFI and questions are to be submitted via email to Gabe Cheung and Philip Conte at StudioJAED. cheungg@studiojaed.com contep@studiojaed.com

Pre Bid Meeting Minutes

1. Introductions
2. Review Scope

SJ – Architecture, Electrical, Plumbing

Scope of work includes renovation of the lobby at the first and second floors.

- a. Improved Circulation - Raised floor, w/ ramp on both sides and steps to bridge elevation difference
- b. Security upgrade – Relocate Capitol Police to under existing open stairs, sit higher up for better viewing, new desk with monitors underneath, half wall at street entrance, with casework, for screening line, relocate equipment there
- c. Aesthetic upgrade – New paint at limestone panels, wood handrails, glass railing replacement, elevator lobby, arts gallery,
- d. Safety – New room for fire command center, to be fit out at future fire alarm project
- e. Comfort – HVAC upgrades, new mechanical room, vestibules at both entrances
- f. Dunkin Donuts – Fit out space on second floor

DEDC – HVAC & Mechanical

- a. DEDC to summarize

Suggested phasing plan was created to figure out how to stage project while maintaining comfort and security. Below is a quick summary.

- a. Phase 1 – 2nd floor all work, start with ceiling, remove to do HVAC work, ceiling work off hours, aesthetics and Dunkin can be done during regular hours. Lift will need to be used.
- b. Phase 1A – Move DD to new space, demo existing for FCC and mechanical room.
- c. Phase 2 – Close street entrance and build half of raised floor and ramp. Everyone enter and exit from plaza. Old CP station to remain. New CP to be constructed, half raised floor. Ceiling work, off and after hours.
- d. Phase 3 – Close plaza entrance, build other half of raised floor, steps, and ramp. Ceiling work, off and after hours.

- e. Phase 4 – Close street entrance for concrete work for new snow/ice melt, install turnstiles.
- 3. Review Alternates
 - a. Alternate #1 – Mechanical work for DFM space
 - b. Alternate #2 – Turnstile by Vestibule at plaza entrance
 - c. Alternate #3 – Unisex toilet room in Open Office 103
- 4. 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 from general contractor.
 - d. Acknowledge all addendums as individual items.
 - e. Include a copy of your business license, not just a number.
- 5. Review Sub Contractor List
 - a. Concrete, Carpentry, Glazing, Painting, Terrazzo, Electrical, HVAC, Plumbing, Fire Alarm, Fire Suppression, Flooring
- 6. Review Allowances
 - a. Allowance #1: \$50,000 for General contingencies and repairs
 - b. Allowance #2: \$20,000 for Security/IT scope
- 7. Prevailing Wage Project
 - a. Rates included in specifications.
- 8. Schedule
 - a. Anticipate prompt award and commencement after bids are received.
 - b. Substantial completion date by June 2019.
- 9. Lay Down Area, Security and Occupancy
 - a. All immediate areas adjacent to construction will be occupied for the duration of the project.
 - b. Contractor is responsible for coordinating with the capitol police and facilities, on a daily basis as to location of work etc.
 - c. Contractor to provide all measures for pedestrian control and safe occupant passage for project duration.
 - d. Lifts to be used for project. Provide overhead protection during work hours.
 - e. Laydown space to be provided in open office on first floor. Contractor will need to return space to same shape upon completion, protection for existing flooring, etc.
 - f. Contractor to note there will be off hour work performed, especially at the mezzanine ceilings and areas that are not behind hard wall partitions.
 - g. Loading dock is available for transport of items to the project area.
- 10. City of Wilmington Fire protection plan review application and Building permit application fees do not apply to state projects, but will still need to be submitted. Letter is required for waiver of fees (to be taken care of after project is awarded).
- 11. Walkthrough for subcontractor is scheduled for **August 28, 10AM**. There is expected to be a lift on site to allow contractors to look above the ceiling.
- 12. Asbestos and mold has been tested by Harvard Environmental.
- 13. Wayman Fire Protection is the state vendor on the building.
- 14. Allowance form to be revised to include Security/IT.

END

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 OMB/DFM
Northeast SSC Elevator Replacement
Project No.: MC1002000393 / 17083
Date: August 21, 2018

**PRE-BID
SIGN IN SHEET**

REPRESENTATIVE	FIRM / PHONE / FAX / EMAIL
1. <u>Ryan Kelly</u>	<u>Advantech Inc.</u> <u>302-674-8405</u> <u>302-674-3698</u> <u>ryank@advantechsecurity.net</u>
2. <u>Hayley Bolden</u>	<u>Summit Mechanical, Inc.</u> <u>302-836-8814</u> <u>302-836-8819</u> <u>hayley@summitmechanical.org</u>
3. <u>Tony Ventresca</u>	<u>Ventresca Bros. Inc.</u> <u>302-658-6436</u> <u>302-658-2360</u> <u>tony@ventrescabros.com</u>
4. <u>Simon Levy</u>	<u>Levy Construction Co.</u> <u>856-547-0707</u> <u>856-547-2424</u> <u>simon@levyconstruction.com</u>
5. <u>Dave Frost</u>	<u>Guardian Environmental Services</u> <u>302-918-3070</u> <u>302-834-1959</u> <u>dfrost@gesoncall.com</u>



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REPRESENTATIVE	FIRM / PHONE / FAX / EMAIL
6. <u>Stacey Bush</u>	<u>Amakor</u> <u>302-834-8664</u> <u>302-834-8681</u> <u>amakor@aol.com</u>
7. <u>Michael Travers Sr.</u>	<u>OMB/DFM</u> <u>302-270-8641</u> <u>michael.travers@state.de.us</u>
8. <u>Gabe Cheung</u>	<u>StudioJAED</u> <u>302-832-1652</u> <u>302-832-1423</u> <u>cheungg@studiojaed.com</u>
9. <u>Richard Moretti</u>	<u>StudioJAED</u> <u>302-832-1652</u> <u>302-832-1423</u> <u>morettir@studiojaed.com</u>
10. <u>Dave McCarthy</u>	<u>Commonwealth Construction Company</u> <u>302-654-6611</u> <u>302-654-2604</u> <u>dmccarthy@itscommonwealth.com</u>



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Date: August 21, 2018

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REPRESENTATIVE	FIRM / PHONE / FAX / EMAIL
11. <u>Matt Lano</u>	<u>DEDC, LLC</u> <u>N/A</u> <u>N/A</u> <u>mlano@dedc-eng.com</u>
12. <u>Rob Del Campo</u>	<u>OMB/DFM</u> <u>302-739-5644</u> <u>N/A</u> <u>Robert.delcampo@state.de.us</u>
13. <u>William Michelinie</u>	<u>BCI</u> <u>302-325-2700</u> <u>302-275-6001</u> <u>bmichelinie@bci-online.com</u>
14. <u>Christopher Dolbow</u>	<u>EDIS</u> <u>302-655-0323</u> <u>302-888-4532</u> <u>cdolbow@ediscompany.com</u>
15. <u>Matthew Jones</u>	<u>BrightFields, Inc.</u> <u>302-656-9600</u> <u>302-656-9700</u> <u>mjones@brightfieldsinc.com</u>



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PRE-BID
SIGN IN SHEET

REPRESENTATIVE

FIRM / PHONE / FAX / EMAIL

16. Sean Scanlon
BrightFields, Inc.
302-656-9600
302-656-9700
sscanlon@brightfieldsinc.com

16. Connor Schuck
Whiting-Turner Contracting Company
302-235-9248
302-292-0676
connor.schuck@whiting-turner.com

ALLOWANCE AUTHORIZATION

Project: Carvel Building Lobby Renovations

Architect: StudioJAED Architects & Engineers

Project No. MC1002000393

Contractor:

AAA No.:

Initiation Date:

The Allowance is allocated as follows:

- Allowance No. 1: \$50,000 for General Contingencies and Repairs.
- Allowance No. 2: \$20,000 for Security/IT Scope

Total original Contract Allowance was: \$ 70,000.00
 Amount of Contract Allowance Access previously authorized: \$
 Adjusted Contract Allowance prior to this authorization is: \$
 The amount of available Allowance will Decrease by this Access Authorization: \$
 The remaining Contract Allowance, after this Access Authorization will be: \$

**Recommended by:
Architect**

By (Signature): _____

Date: _____

**Accepted by:
Contractor**

By (Signature): _____

Date: _____

**Approved by:
Owner**

By (Signature): _____

Date: _____

**Lobby Renovations
Carvel Building
820 N. French Street; Wilmington, DE 19801
Contract No. MC1002000393**

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.

<u>Subcontractor Category</u>	<u>Subcontractor</u> <u>Subcontractors tax payer ID #</u> <u>or Delaware Business license #</u>	<u>Address (City & State)</u>
1. Concrete	_____	_____
2. Carpentry	_____	_____
3. Glazing	_____	_____
4. Painting	_____	_____
5. Terrazzo	_____	_____
6. Electrical	_____	_____
7. HVAC	_____	_____
8. Plumbing	_____	_____
9. Fire Alarm	_____	_____
10. Fire Suppression	_____	_____
11. Controls	_____	_____
12. Flooring	_____	_____