

**Addendum
No. 1**

Meeting Date: November 19, 2019
Addendum Date: November 20, 2019
Project: Heat Pump Replacement at Tatnall Building
DFM Project No: MC1002000425

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 / Pre-Bid Meeting Minutes:

1. Introductions:
 - a. OMB/DFM Project Manager – Patrick McKenna
(patrick.mckenna@delaware.gov) (302) 739-5644.
 - b. Studio JAED Project Manager – Dan Shurina
(shurinad@studiojaed.com) 302-832-1652.
2. See attached pre-bid sign in sheets for reference.
3. Review of Bidding Timeline:
 - a. The bid opening is to take place in the reception area of the Facilities Management Office in the Thomas Collins Building, 540 S. DuPont Highway, Suite 1 (Third Floor), Dover, DE 19901 at **1:30 p.m. local time on Thursday, December 12, 2019.**
 - b. Bidders are to submit questions in writing by email to Dan Shurina at the e-mail address noted above. Responses will be issued by addendum.
 - c. Bidder questions will be accepted until 4:00 p.m., Wednesday, December 4, 2019.
 - d. The last day for addenda will be Friday, December 6, 2019.
4. All drawings must be purchased through RCI as noted in the bid advertisement. All information / addenda will be released through RCI for this bid. It is the contractor's responsibility to contact RCI or Studio JAED prior to the bid date to ensure all addenda have been received for the project.
5. The project includes a \$10,000 allowance for unforeseen conditions which is to be included in contractor's base bid price and is to be used at the owner's discretion as project progresses. The allowance is not intended for any portion of work indicated in the bid documents. Any balance remaining in the allowance is to be returned to owner by credit change order at project conclusion.

6. The project is expected to be awarded in January but work may not begin on site until July 1, 2020. Administrative prerequisites including but not limited to submittal review, equipment release, and permitting are to be completed so work may begin promptly July 1st. Substantial completion is expected no later than October 1, 2020.
7. Bid Form and Required Documents:
 - a. Bidders may not alter the bid form.
 - b. If bid form is reissued during the bidding process, the latest bid form is to be submitted.
 - c. Bidders are not to leave any blank lines on the bid form. Fill out bid form completely.
 - d. Bidders are to individually acknowledge receipt of each numbered addendum received on the bid form. Bidders must list themselves for any listed subcontractors scope of work if they intend to do the scope of work with their own work force.
 - e. Drug affidavits are required to be submitted with bids.
 - f. Bidders are to include a copy of Delaware business license with bid form.
 - g. A bid bond is required to be submitted with the bid. Bidders are to use the state bid bond form, a copy of which is found in the project manual.
8. The contractor is responsible for obtaining all building permits. No drawings have been submitted for permitting at this time. Signed and sealed drawings will be provided to the successful contractor for this purpose.
9. Areas are to be cleaned daily at the end of each shift and furniture and all other items are to be protected as required to prevent damage.
10. All shutdowns of any critical building system including but not limited to HVAC, sprinkler, electrical, and fire alarm are to be approved in advance by the owner, and work is to continue around the clock until the service is restored.
11. Included in the project manual is 00 41 14 Allowance Authorization. As a clarification, this form is to be signed by all parties prior to any additional work which is to be applied to the project allowance.
12. No work is to be performed beyond the contract value and contract documents without validated written approval. Validated written approval only includes either a fully executed Allowance Authorization Form or a fully executed AIA Change Order.

13. See 01 10 00 Summary of Work for hours of work, contractor use of site and premises, and temporary HVAC requirements.
14. The building-wide heat pump loop is to be drained and refilled during a series of scheduled, weekend shutdowns to replace isolation valves at heat pumps scheduled for replacement.

Changes to Specifications:

1. None.

Changes to Drawings:

1. None.

General Information:

Pre-Bid Sign-in Sheet: Please see attached sheet for a list of the attendees at the mandatory pre-bid.

Pre-Bid Meeting Minutes: Please see above. These are now integral to the bidding documents.

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: Heat Pump Replacement at Tatnall Building
Project No.: MC1002000425 / 18052

Pre-Bid Meeting
November 18, 2019

SIGN IN SHEET

ATTACH BUSINESS CARD

or WRITE: Name, Firm, Phone, Email, Signature

Large empty rectangular box for business card attachment.

Name:	B. Scott Schurman
Firm:	BR S Consulting Inc
Phone:	786-2326 302 232
Email:	robini@brsconinc.com
Signature:	
Name:	Daniel Eaton
Firm:	Summit Mechanical
Phone:	302.836.8814
Email:	hayley@summitmechanical.org
Signature:	
Name:	Larry Wall
Firm:	Joseph T. Richardson, Inc
Phone:	(302) 358-8101
Email:	Larry@JTRMECH.NET
Signature:	



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Name:	William FAIRGRIEVE
Firm:	Diamond Mechanical
Phone:	410-371-2303
Email:	B.FAIRGRIEVE@DiamondMechanical.NET
Signature:	
Name:	Greg Robertson
Firm:	Diamond Mechanical
Phone:	302-697-7694
Email:	Grobertson@diamondmechanical.net
Signature:	
Name:	KARL FAUSER
Firm:	Apex Piping systems
Phone:	302-433-9821
Email:	KFAUSER@ApexPiping.com
Signature:	



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ATTACH BUSINESS CARD

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WRITE: Name, Firm, Phone, Email, Signature

Large empty rectangular box for business card attachment.

Name:	Patrick Mullin
Firm:	Robert Mullin HVAC
Phone:	302-893-7217
Email:	Robert Mullin HVAC@gmail.com
Signature:	
Name:	David Williamson
Firm:	Radius Systems LLC
Phone:	(484) 800-6347
Email:	dwilliamson@radiusystemsllc.com
Signature:	
Name:	ANTHONY TESTA
Firm:	ID GRIFFITH
Phone:	302-304-4104
Email:	ATESTA@IDGRIFFITH.COM
Signature:	



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ATTACH BUSINESS CARD

or WRITE: Name, Firm, Phone, Email, Signature

Large empty rectangular box for business card attachment.

Name:	Steve Serbu
Firm:	AMAKOR, INC.
Phone:	302-834-8664
Email:	AMAKOR@GOL.COM
Signature:	
Name:	Patrick McKenna
Firm:	OMB/DFM
Phone:	302-900-1061
Email:	Patrick.McKenna@deltaware.gov
Signature:	
Name:	Donny Joras
Firm:	Baudelli Bros
Phone:	856-812-1925
Email:	RJoras@govdellibros.com
Signature:	



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ATTACH BUSINESS CARD

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WRITE: Name, Firm, Phone, Email, Signature

Large empty rectangular box for business card attachment.

Name:	Kew Woods
Firm:	Sheet Metal Workers Local 19
Phone:	302-463-7454
Email:	kwoods@LU19.com
Signature:	<i>Kew Woods</i>
Name:	
Firm:	
Phone:	
Email:	
Signature:	
Name:	
Firm:	
Phone:	
Email:	
Signature:	