

## **Addendum No. 1**

Meeting Date: November 19, 2019  
Draft Date: November 20, 2019

Project: Legislative Hall – Exterior Step Replacement  
Project No: MC1002000434

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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.

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### **General**

1. This is the Pre-Bid Meeting for  
**Contract No. MC1002000434 – Legislative Hall – Exterior Step Replacement**
2. Attendance at this meeting is a prerequisite for bidding on this contract.
3. Sealed bids are due at 2:00 pm on December 12, 2019 at 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 which time they will be publicly opened and read aloud.

**One copy of the bid form and attachments are required.**

4. The deadline for RFIs to StudioJAED is by the close of business on Tuesday, December 5.
5. RFI and questions are to be submitted via email to Paul Guggenberger and Amanda Bouwer at StudioJAED.  
[guggenbergerp@studiojaed.com](mailto:guggenbergerp@studiojaed.com)  
[bouwera@studiojaed.com](mailto:bouwera@studiojaed.com)

### **Pre Bid Meeting Minutes**

1. Introductions
2. Review Scope
  - a. The scope of this project includes the removal of existing exterior marble steps and metal handrails at the North, South and West entrance at the Legislative Hall building. Install new ice-melt system, rigid insulation, wall chases, cast stone steps and metal railings.
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. Acknowledge all addendums as individual items.
  - d. Include a copy of your business license, not just a number.
- 4. Review Sub Contractor List
  - a. Electrical
  - b. Plumbing
  - c. ~~Painting~~ (to be removed)
  - d. Masonry
- 5. Review Alternates: There are two alternates included in this project.
  - a. Alternate No. 1 – Replacement of the brick veneer at the West Stair in lei of replacing only mortar.
  - b. Alternate No. 1 – Deduct demolition and installation of new concrete slab, mortar bed, and brick paver sidewalk at the North Stair.
- 6. Review Allowances: There is one allowance in this project.
  - a. Allowance No. 1: \$15,000 for general contingencies and repairs, the balance of which is to be returned to owner by credit change order at project conclusion.
- 7. Review Unit Prices: There are no unit prices in this project.
- 8. Prevailing Wage Project
  - a. Rates included in specifications. Note 2019 is applicable.
- 9. Work By Owner
  - a. Owner will award an environmental contractor to "abandon in place" the oil tank below the North brick paver sidewalk which take place in conjunction with this project.
- 10. Owner Occupancy
  - a. Owner intends to continue to occupy adjacent portions of the existing building and public visitors will be touring during the entire construction period.
  - b. Cooperate with Owner to minimize conflict and to facilitate Owner's operations.
- 11. Schedule
  - a. Anticipate prompt award after bids are received.
  - b. Construction on site can begin July 1<sup>th</sup>, 2020 at this point of time. Construction must be fully completed by December 31<sup>st</sup>, 2020.
  - c. Construction shall be phased to allow one main entrance to be open at all main times.
- 12. Contractor Use of Premises

- a. Toilet facilities shall be provided by the Contractor.
- b. No smoking is permitted on the site.
- c. Existing building spaces may not be used for storage.
- d. There will not be parking available on site.
- e. Security procedures will be in effect and are detailed in the specifications.

**Changes to Drawings:**

1. *None*

**Changes to Specifications:**

1. 00 41 13 Bid Form
  - a. Revised Sub Contractor List.

**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 19701302.832.1652 **PHONE**302.832.1423 **FAX**

ARCHITECTS

ENGINEERS

FACILITIES SOLUTIONS

Project: State of DE – Legislative Hall Exterior Step Replacement  
Project No.: 18073  
Date: November 19, 2019

**PRE-BID  
SIGN IN SHEET****REPRESENTATIVE****FIRM / PHONE / FAX / EMAIL**

- |    |                       |   |
|----|-----------------------|---|
| 1. | <u>David L. Anker</u> | <u>Critical Design and Construction Corp</u><br><u>610-938-7572</u><br><u>302-622-9222</u><br><u><a href="mailto:danker@cdaccorp.net">danker@cdaccorp.net</a></u>     |
| 2. | <u>Mike Walker</u>    | <u>Delaware Brick</u><br><u>302-420-1227</u><br><u>302-734-9553</u><br><u><a href="mailto:mwalker@delawarebrick.com">mwalker@delawarebrick.com</a></u>                |
| 3. | <u>Kyle Anglin</u>    | <u>Anglin Construction</u><br><u>302-834-7044</u><br><u>302-834-7033</u><br><u><a href="mailto:kanglin@anglinconstruction.com">kanglin@anglinconstruction.com</a></u> |
| 4. | <u>Brian Smith</u>    | <u>BSS Contractors</u><br><u>302-345-1316</u><br><u>302-345-1318</u><br><u><a href="mailto:bsmith@bsscontractor.com">bsmith@bsscontractor.com</a></u>                 |
| 5. | <u>Katie Wilhelm</u>  | <u>Bathon Builders</u><br><u>410-398-0800</u><br><u>410-398-0246</u><br><u><a href="mailto:kwilhelm@bathonbuilders.com">kwilhelm@bathonbuilders.com</a></u>           |

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Project: State of DE – Legislative Hall Exterior Step Replacement  
Project No.: 18073  
Date: November 19, 2019

**PRE-BID  
SIGN IN SHEET**

| REPRESENTATIVE              | FIRM / PHONE / FAX / EMAIL  |
|-----------------------------|---|
| 6. <u>Robin Schurman</u>    | <u>BRS General &amp; Mechanical Contractor</u><br><u>302-786-2326</u><br><u>302-786-2079</u><br><u><a href="mailto:robin@brsconinc.com">robin@brsconinc.com</a></u>               |
| 7. <u>Scott A. Capaldi</u>  | <u>Critical Design and Construction Corp.</u><br><u>302-588-4406</u><br><u>302-622-9222</u><br><u><a href="mailto:sacapaldi@cdaccorp.net">sacapaldi@cdaccorp.net</a></u>          |
| 8. <u>Stacey Bush</u>       | <u>Amakor, Inc.</u><br><u>302-834-8664</u><br><u>302-834-8681</u><br><u><a href="mailto:amakor@aol.com">amakor@aol.com</a></u>  |
| 9. <u>Brian C. Thompson</u> | <u>Conventional Builders, Inc.</u><br><u>302-422-2429</u><br><u>302-422-2135</u><br><u><a href="mailto:conventionalbuilders@comcast.net">conventionalbuilders@comcast.net</a></u> |
| 10. <u>Mark Baronowski</u>  | <u>Masonry and Concrete Inc.</u><br><u>302-932-0078</u><br><u><a href="mailto:masonryincmb@gmail.com">masonryincmb@gmail.com</a></u>  |

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**PRE-BID  
SIGN IN SHEET**

| REPRESENTATIVE               | FIRM / PHONE / FAX / EMAIL   |
|------------------------------|--|
| 11. <u>Liz Thompson</u>      | <u>Thompson &amp; Sons</u><br><u>302-335-3404</u><br><u><a href="mailto:thompsonsonsinc@comcast.net">thompsonsonsinc@comcast.net</a></u>                 |
| 12. <u>Chip Lieber</u>       | <u>State of Delaware OMB/DFM</u><br><u>302-531-6025</u><br><u><a href="mailto:chip.lieber@delaware.gov">chip.lieber@delaware.gov</a></u>                 |
| 13. <u>Thomas Conlon</u>     | <u>State of Delaware OMB/DFM</u><br><u><a href="mailto:thomas.conlon@delaware.gov">thomas.conlon@delaware.gov</a></u>                                    |
| 14. <u>Amanda Bouwer</u>     | <u>StudioJAED</u><br><u>302-832-1652</u><br><u>302-832-1423</u><br><u><a href="mailto:bouwera@studiojaed.com">bouwera@studiojaed.com</a></u>             |
| 15. <u>Paul Guggenberger</u> | <u>StudioJAED</u><br><u>302-832-1652</u><br><u>302-832-1423</u><br><u><a href="mailto:guggenbergerp@studiojaed.com">guggenbergerp@studiojaed.com</a></u> |

**Exterior Step Replacement  
Legislative Hall  
411 Legislative Hall Avenue; Dover, DE 19901  
Contract No. MC1002000434**

**BID FORM**

**For Bids Due:** December 12, 2019

**To:** **OMB/Division of Facilities Management**  
540 S. DuPont Highway, Suite 1  
Dover, DE 19901

**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:

\$ \_\_\_\_\_

The above base bid includes a twenty thousand dollars (\$ 15,000) contingency allowance.

**ALTERNATES**

ALTERNATE No. 1: Replacement of brick veneer at the West Stair

Add: \_\_\_\_\_  
(\$ \_\_\_\_\_ )

ALTERNATE No. 2: Demolition and installation of new concrete slab, mortar bed, and brick paver sidewalk at the North Stair.

Deduct: \_\_\_\_\_  
(\$ \_\_\_\_\_ )

**Exterior Step Replacement  
Legislative Hall  
411 Legislative Hall Avenue; Dover, DE 19901  
Contract No. MC1002000434**

**BID FORM**

**UNIT PRICES**

There are no Unit Prices.

**ALLOWANCES**

Allowances are included as follows:

Allowance No. 1: \$15,000 for general contingencies and repairs, the balance of which is to be returned to owner by credit change order at project conclusion.

**Exterior Step Replacement  
Legislative Hall  
411 Legislative Hall Avenue; Dover, DE 19901  
Contract No. MC1002000434**

**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.

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 of Employee Drug Testing Program  
Bid Security

(Others as Required by Project Manuals)

Exterior Step Replacement  
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**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><br><u>Subcontractors tax payer ID #</u><br><br><u>or Delaware Business license #</u> | <u>Address (City &amp; State)</u> |
|-------------------------------|---|-----------------------------------|
| 1. Electrical                 | _____   | _____                             |
| 2. Plumbing                   | _____   | _____                             |
| 3. Masonry                    | _____   | _____                             |

Exterior Step Replacement  
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Contract No. MC1002000434

**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.**

Exterior Step Replacement  
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411 Legislative Hall Avenue; Dover, DE 19901

**Contract No. MC1002000434**

**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, including subcontractors 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.**

**END OF SECTION**