

ADDENDUM No. ONE

Project Name: New Castle Court House Museum Roof Replacement
State of Delaware Contract Number: MC2006000067

Project No.: 8216.05-13

Date of Issue: June 9, 2014

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: Wednesday, June 25, 2014, at 1:00 PM
Division of Facilities Management
Thomas Collins Building
540 South DuPont Highway, Suite 1,
Dover, DE 19901

General Information:

1. A mandatory pre-bid meeting was held at the project site on Wednesday, June 4, 2014, at 9:00 AM. A copy of the sign-in sheet is included with this addendum.

Pre-bid Meeting:

1. Brief description of the scope of work.
 - A. Removal of the existing terra cotta roofing system including all flashings. Install new terra cotta roofing system and copper flashings.
 - B. Prepare metal and apply new coating system to the West Wing and cupola metal roofs.
 - C. Paint and regild the cupola weathervane.
 - D. Remove and reinstall existing lightning protection system as required to replace the roofing and to paint the metal roof.
 - E. Replace and repair wood components of the balustrade. Paint balustrade.
 - F. Reset one existing stone chimney cap and remove one stone chimney cap and install two new stone caps.
 - G. Partial pointing of one chimney.
 - H. Protect existing membrane roofing.
2. The Alternates were discussed.
 - A. Add Alternate 1: Renovations to cupola roof and weathervane.
3. No phasing is planned for this project.

4. Work by Others: The State will contract separately removal of asbestos-containing caulking material during this Project. The General Contractor shall coordinate the work of the environmental consultant in conjunction with the roof coating system application.
5. Contract requirements were discussed.
 - A. Prevailing wages apply to this Work. A copy of the wage rate has been included in the Technical Manual.
 - B. Ten-percent security bond is required.
 - C. Performance Bond and Labor and Material Payment Bond are required.
 01. The forms provided in the Project Manual shall be used. Other forms will not be accepted.
 - D. The bid is to be submitted with one original and one copy provided.
 - E. The number of days to complete the base work on the bid form shall be listed. The alternate shall have the number of additional days listed. The bid form will be revised to provide a location to mark the number of days.
 - F. Limits: Confine construction operations to the limits indicated on the drawings. Interior spaces will not be accessible to the Contractor and subcontractors during the restoration process.
 - G. Owner Occupancy: The Court House is occupied and open to the public when the work is taking place. Strict coordination with the Museum's staff shall be provided to maintain the Museum's normal operations. This is especially critical when work takes place around the terrace entrances.
 - H. The surrounding site, buildings, sidewalks and Green beyond the work area shall remain accessible to the Owner and general public.
 - I. Public Roadways, Driveways and Entrances: Keep public and private roadways, driveways and entrances serving the premises and adjacent buildings clear and available to Owner, Owner's employees, general public and emergency vehicles at all times. Do not use these areas for parking or storage of materials.
 - J. The Owner will not sign for any deliveries at any time.
 - K. Maintain the existing building in a weather tight condition throughout restoration period. Repair damage caused by construction operations. Protect the building, occupants and its contents during construction period.
 - L. The Contractor shall have partial access to the Museum during the restoration process. Minimize conflicts and facilitate usage of these areas and sites beyond the construction limits and property boundaries. Perform the Work so as not to interfere with owner's operations at this Museum and adjacent buildings.
 - M. Dumpster and Contractor Parking: Contractor parking and dumpster can be located along Market Street upon approval by the City.
 - N. Material storage will not be allowed in the Museum, around the Museum or on the Green at any time.



- O. Power: Power is available for use by the contractor.
 - P. Water: Water is available for use by the contractor.
 - Q. The superintendent will be required to be on-site at all times when work is taking place. This shall include those times when the work is being done only by the subcontractors and not the General Contractor. The superintendent shall meet with the site supervisor on a weekly basis to review the work schedule that may interfere with their operations or upcoming events on the Green.
 - R. Grounds must be kept clean at all times.
 - S. Hours of Operation: Work can be completed 8:00 a.m. to 5:00 p.m. during Monday through Friday. Saturday / Sunday and after hours work must be coordinated and approved with the Architect and Owner in advance.
 - T. The construction crews will not be allowed to use the Owner's telephones.
 - U. Public Restrooms: Restrooms are not available at the New Castle Court House Museum. A portable unit is to be provided and located in an area approved by the Owner.
 - V. At no time shall equipment be left operating after hours or when no one is present in the building. Gas powered equipment will not be allowed near any air intakes or open windows.
 - W. Flammable materials shall not be stored in the building. Flammable materials shall be kept outside, away from all buildings, in a flammable liquid/material storage box.
 - X. The grounds shall be swept with a magnetic device to find all metal objects that may have been dropped or left behind during the course of the renovations. The metal objects shall be removed. This shall be completed at the conclusion of the work.
 - Y. Dogs or other animals shall not be brought onto the property at any time.
 - Z. Children shall not be brought onto the site at any time.
 - AA. The general surrounds of the New Castle Court House Museum are open to the public and those working at the site shall not use abusive language.
 - BB. Radios or other music-playing devices are allowed as long as they cannot be heard inside or around the Museum. Ear phones and ear buds are not allowed.
 - CC. Fire extinguishers shall be kept nearby when work is taking place.
 - DD. The Museum and surrounding State property are non-tobacco use areas. Tobacco shall not be used in State buildings or on State property.
6. Asbestos was found in the sealant in the metal flashing at the 1845 Wing roofing, which will be removed by a State of Delaware vendor under a separate contract.
7. Lead paint was found at the metal roofing and flashings. The paint scraped off as part of the roofing preparation shall be collected and removed as specified under this contract.
8. Anticipated start date of the Work is August 2014 upon submission of bonds, contract and insurances to the State of Delaware and the issuance of a State of



Delaware purchase order. Work can begin on the balustrade and masonry prior to delivery of the terra cotta shingles.

9. The Bid Form was reviewed:
 - A. The following requested subcontractors to be listed on the Bid Form were reviewed and accepted by those present: Demolition, Millwork, Masonry, Clay Tile Roofing, Metal Flashing and Trim, Exterior Wood Painting, Exterior Roof Painting, Lightning Protection and Joint Sealants.
 - B. Each subcontractor is to be identified, even if the work is to be completed by the submitting contractor.
 - C. The General Contractor and subcontractors shall be licensed in the State of Delaware or have applied for a Delaware license prior to the submission of the bid. A license for the City of New Castle will be required.
 - D. The following unit prices are requested:
 01. Unit Price No. 1: Roof Sheathing: (4-inch wide x 32-inches long x³/₄-inch thick wood)
10. All questions shall be faxed or e-mailed to Bernardon Haber Holloway Architects. The Owner will not respond to questions. The last day for questions shall be Thursday, June 19, 2014, at 5:00 PM. The last addendum will be issued no later than 12:00 PM on Friday, June 20, 2014.
11. Bids are due Wednesday, June 25, 2014, at 1:00 PM. The bids are to be sent either overnight or hand delivered and must be received by 1:00 PM. Faxed bids are not allowed. Bids received after 1:00 PM will not be opened. The bids will be opened and read aloud to those in attendance.
12. All bidders must review both the technical manual and drawings as they are complementary.
13. The Project has been reviewed by the City of New Castle, State Historic Preservation Office, National Park Service, State of Delaware Accessibility Board, Division of Facilities Management and the City of New Castle Historic Area Commission. Approvals have been received from all entities.
14. Contractor Inspections: Exterior inspections can take place at any time.
15. A building permit will be required and may be issued by the City prior to the start of the work. The contractor shall verify with the City if there is a fee for the building permit but typically there is none for State funded projects.



Technical Manual:

1. The Bid Form is revised to indicate the number of days for Alternate 1. The Bidder shall note in this line the number of days to complete Alternate 1.

Drawings:

1. Refer to Sheet A-101: Notations regarding the existing lightning protection system shall state the following:

“EXIST. LIGHTNING PROTECTION SYSTEM – REMOVE AND REINSTALL BY QUALIFIED INSTALLER AS REQUIRED TO INSTALL NEW ROOF – PROVIDE NEW ALUM. STAND OFFS (TYP.). THE EXISTING SYSTEM SHALL BE CERTIFIED AT THE COMPLETION OF THE REINSTALLATION.”

Questions and Responses:

1. Question: Is the existing lightning protection system certified? Will it need to be recertified upon reinstallation of elements required by the roof replacement?
Response: The existing lightning protection system has not been inspected in recent years and it is not known if it is certified. The system shall be tested and certified at the completion of the reinstallation.

End of Addendum No. One

Enclosures



Sign-In Sheet
New Castle Court House Museum Roof Replacement

PRE-BID MEETING
Wednesday, June 4, 2014 at 9:00 AM

No.	Name	Representing	Phone No.	Fax No.	E-Mail Address
1	Tony Orge	Deldeo Builders Inc.	302-791-0243	302-791-0245	tondeldeo@comcast.net
2	Brian Cannon	HCA	302-373-4453		BRIAN.CANNON@STATE.DE.US
3	Ken Darney	HCA	302-242-0080		Ken.darney@state.de.us
4	Lynn Riley	HCA	302-577-5170		Lynn.riley@state.de.us
5	GLEN CROOKER, SR	ALDEN/BARLEY RESTORATION CORP	888-791-7126	SAME	GLEN@ALDENBARLEY.COM
6	DAN DOWNS	H.K. GRIFFITH INC	302-368-4635	302-368-4624	DAN@HKGRIFFITH.COM
7	MARK EVELAND	D A NOULT INC	856 753 9333	856 753 4963	MATT@DANOUT.COM
8	Amy Cribb	CIA Roofing	302 454 8551	302 454 8554	MARK@CTAROOFLING.COM
9	Stephanie Bleacher	Wilkinson Roofing	302 998-0176	302 998-9719	Stephanie@willinsroofing.com
10	David Reisinger	Roberts Construction Co.	302-335-4141		Reisinger and Son@comcast.net

Sign-In Sheet
New Castle Court House Museum Roof Replacement

No.	Name	Representing	Phone No.	Fax No.	E-Mail Address
11	Stacy Bush	Amakor, Inc	302 834 8664	- 8681	Amakor@aol.com
12	FRANK WILMANN	IPS SCAFFOLD SVCS	609-381-7406		flamartin@ipscontracting.com
13	Buck High	TRI-STATE ROOFERS	302-995-7027	-7527	bhigh1@comcast.net
14	MATTHEW TERTIOW	FARRELL ROOFING INC	302-378-7663	302 318 7642	MATEW@FARRELLROOFINGINC.COM
15	Ben Carter	Farell Roofing Inc	302-378-7663	302-378-7662	bcarter@farellroofinginc.com
16	Doug Hipkins	BHH			dhipk1@barnardon.com
17	LARRY SCHROCK	OMB/DFM	739-5644	739-6198	LARRY.SCHROCK@STATE-DE-WV
18	KENIN RYCHLICKI	BHH	702-622-9550	702-622-9554	KRYCHLICKI@BERNARDON.COM
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21					

ROOF REPLACEMENT
NEW CASTLE COURT HOUSE MUSEUM
211 DELAWARE STREET, NEW CASTLE, DE 19720
CONTRACT NUMBER MC2002000061

BID FORM

For Bids Due: June 25, 2014 at 1:00 PM

To: State of Delaware
Office of Management and Budget
Division of Facilities Management
Thomas Collins Building
540 South DuPont Highway, Suite 1
Dover, Delaware 19901

Name of Bidder: _____

Delaware Business License No.: _____ Taxpayer ID No.: _____

(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:

\$ _____

(\$ _____)

ROOF REPLACEMENT
NEW CASTLE COURT HOUSE MUSEUM
211 DELAWARE STREET, NEW CASTLE, DE 19720
CONTRACT NUMBER MC2002000061

BID FORM

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.

1. Alternate 1: State amount to be added to the Base Bid to renovate the cupola roof including the weather vane.

Add: _____

(\$ _____)

Additional number of days to complete Alternate 1 bid work: _____

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BID FORM

UNIT PRICES

Unit prices conform to applicable project specification section. Refer to the specifications for a complete description of the following Unit Prices:

	DEDUCT	ADD
UNIT PRICE No. 1: Roof Sheathing: (4-inch wide x 32-inches long x 3/4-inch thick wood)	\$ _____	\$ _____

ROOF REPLACEMENT
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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 30 days from the date of opening of bids, 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.

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
- Bid Security
- (Others as Required by Project Manuals)

ROOF REPLACEMENT
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CONTRACT NUMBER MC2002000061

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.**

Subcontractor Category	Subcontractor	Address (City & State)
1. Demolition	_____	_____
	_____	_____
2. Millwork	_____	_____
	_____	_____
3. Masonry	_____	_____
	_____	_____
4. Clay Tile Roofing	_____	_____
	_____	_____
5. Metal Flashing & Trim	_____	_____
	_____	_____
6. Exterior Wood Painting	_____	_____
	_____	_____
7. Exterior Roof Painting	_____	_____
	_____	_____
8. Lightning Protection	_____	_____
	_____	_____
9. Joint Sealants	_____	_____
	_____	_____

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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 the New Castle Court House Museum Roof Replacement have been thoroughly examined and are understood.

NAME OF BIDDER: _____

AUTHORIZED REPRESENTATIVE
(TYPED): _____

AUTHORIZED REPRESENTATIVE
(SIGNATURE): _____

TITLE: _____

ADDRESS OF BIDDER: _____

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.