



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: October 3, 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: Friday, October 17, 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, September 24, 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 gild 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.
 - B. Add Alternate 2: Woodwork restoration.
 - C. Add Alternate 3: Masonry repairs.
 - D. Add Alternate 4: Lightning protection system removal, reinstallation and recertification.

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. The new sealant is to be installed immediately after the removal of the existing sealant.
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 alternates shall have the number of additional days listed.
 - 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. Shingle pallet storage will be allowed on the Green at a location acceptable to the Owner to avoid trees and significant features. Damaged areas shall be restored by the Contractor at the completion of the Project. Material storage will not be allowed in the Museum 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 late November 2014 at the earliest 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 if these alternates are accepted.
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: Millwork, Masonry, Clay Tile Roofing, Metal Flashing and Trim, Exterior Wood Painting, Exterior Roof Painting, Lightning Protection and Joint Sealants. The "Demolition" category was removed as it is to be included in respective trades.
 - 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. The General Contractor shall submit a copy of the license with the bid. Subcontractors shall provide copies of their licenses within 30 days 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 x 3/4-inch thick wood)
 - E. There are four alternates which were reviewed in Paragraph 2, Prebid meeting.
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 Friday, October 10, 2014, at 5:00 PM. The last addendum will be issued no later than 12:00 PM on Monday, October 13, 2014.
11. Bids are due Friday, October 17, 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. Bid Form: The Bid Form has been revised and is included with this Addendum.
2. Section 011400 Work Restrictions, Paragraph 1.2-A-5: Scaffold shall be set up at the front (terrace side) to protect and allow access to entrances.
3. Section 011400 Work Restrictions, Paragraph 1.2-A-6: Limited storage will be allowed at the site and will consist of shingle pallets. Storage of equipment, tools, vehicles, etc. can be done at the City of New Castle Old City Garage, 4th and Chestnut Streets, located approximately four blocks from the site. The General Contractor may contact the City to determine if Market Street can be used for a storage trailer and/or to park skid loaders or similar equipment. Storage will be allowed on the scaffold and must be neat in appearance.
4. Section 015600 Environmental Protection, Paragraph 1.4 E: Lead content testing of soil around the 1845 wing will not be required as part of this Project.
5. Section 073213, Paragraph 1.8-B: Ludowici does not require factory training to install their tiles.
6. Section 073213, Paragraph 1.11-B-1: The Roofing Installer's warranty period shall be changed from two (2) years to five (5) years.

End of Addendum No. One

Enclosures



Sign-In Sheet
New Castle Court House Museum Roof Replacement

PRE-BID MEETING
Wednesday, September 24, 2014 at 9:00 AM

No.	Name	Representing	Phone No.	E-Mail Address
1	Bill Booth	Commonwealth Const Co	302-654-6611	bbooth@itscommonwealth.com
2	Brian Crookm	Alden Bailey Restoration Corp	800-791-7126	benisa@aldenbailey.com
3	FRANK KNIGHT	GRUB CONTRACTING	609 208-1676	GRUB CONTRACT YAHOO.COM
4	MATTHEW OTT	D.A. NOIT, Inc.	856- 753-9333	MATT@danoit.com
5	Cindy Snyder	HCA	323-4453	Cynthia.Snyder@state.de.us
6	Lynn Riley	HCA	577-5170	
7	LARRY SCHROCK	OMB/DFM	739-5644	larry.schrock@state.de.us
8	Craig Alper	Alper Enterprises Inc.	856 866 5646	Craig@alper-enterprises.com
9	Math Paper	Psc Roofing	302 322-6767	math@pscroofinginc.com
10	KEVIN RYCHUCKI	BHH	302-622-9550	KRYCHUCKI@ BERNARDON.COM

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/Deduct: _____

(~~\$ _____~~)

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

2. Alternate 2: State amount to be added to the Base Bid to complete exterior woodwork restoration.

Add/Deduct: _____

(~~\$ _____~~)

Additional number of days to complete Alternate 2 bid work: _____

3. Alternate 3: State amount to be added to the Base Bid to complete masonry repairs.

Add/Deduct: _____

(~~\$ _____~~)

Additional number of days to complete Alternate 3 bid work: _____

4. Alternate 4: State amount to be added to the Base Bid to complete lightning protection system removal, reinstallation and recertification.

Add/Deduct: _____

(~~\$ _____~~)

Additional number of days to complete Alternate 4 bid work: _____

ROOF REPLACEMENT
NEW CASTLE COURT HOUSE MUSEUM
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CONTRACT NUMBER MC2002000061

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

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 sixty (60) 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
 NEW CASTLE COURT HOUSE MUSEUM
 211 DELAWARE STREET, NEW CASTLE, DE 19720
 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)	Subcontractors tax payer ID # or Delaware Business license #
1. Millwork	_____	_____	_____
2. Masonry	_____	_____	_____
3. Clay Tile Roofing	_____	_____	_____
4. Metal Flashing & Trim	_____	_____	_____
5. Ext. Wood Painting	_____	_____	_____
6. Ext. Roof Painting	_____	_____	_____
7. Lightning Protection	_____	_____	_____
8. 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: _____

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.