



**ADDENDUM No. ONE**

Project Name: Exterior Restoration at 15 and 21 The Green  
 State of Delaware Contract Number: MC2006000083

Project No.: 8216.11-14

Date of Issue: March 20, 2015

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: Thursday, April 9, 2015, at 10:00 AM  
 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, March 18, 2015 at 1:00 PM. A copy of the sign-in sheet is included with this addendum.

Pre-bid Meeting:

1. Brief description of the scope of work.
  - A. Refurbish wood windows on the north and west sides of the building.
  - B. Re-point areas of masonry.
  - C. Install joint sealants where indicated.
  - D. Replace cornice in kind where deteriorated.
  - E. Shore wall and replace deteriorated wall plate.
  - F. Replace sections of damaged wood wall and floor framing.
  - G. Demolish existing roofing in areas indicated. Install new asphalt shingle and SBS modified roof where indicated.
  - H. Demolish plumbing fixtures where indicated.
  - I. Patch wall, floor and ceiling finishes in areas of demolition.
  
2. The Alternates were discussed.
  - A. Add Alternate 1: Install insulation in the floor cavity below the first floor.

3. No phasing is planned for this project.
4. Work by Others: The State will contract separately removal of asbestos-containing material during this Project. The General Contractor shall coordinate the work of the environmental consultant in conjunction with the removal of the windows for refurbishment.
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. 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.
  - F. Limits: Confine construction operations to the limits indicated on the drawings. Exterior work shall be limited to within 10-feet of the Building perimeter to the Contractor, subcontractors and Owner's work forces during the restoration process. Interior access will be strictly limited and shall be accessed only upon prior approval.
  - G. Owner Occupancy: 15 and 21 The Green is currently occupied and will be occupied during the restoration process. The surrounding site, buildings, roadways, access into the buildings, etc. beyond the work area shall remain accessible to the Owner. Closure of entrances shall be coordinated two (2) weeks in advance.
  - H. Contractor daily parking shall be on street adjacent to 15 and 21 The Green as permitted by local parking restrictions. Use of the adjacent parking areas is not allowed.
  - I. Dumpster: A State provided location for the dumpster will be made available in the rear parking lot of 15 and 21 The Green. At all times, the dumpster shall be covered to avoid windblown debris. Debris shall be removed on a regular basis in order to avoid an overflowing dumpster. The State is not responsible for unauthorized use of the dumpster.
  - J. Public Roadways, Driveways and Entrances: Keep public roadways, driveways and entrances serving premises clear and available to Owner, Owner's employees, the public and emergency vehicles at all times.
  - K. Schedule deliveries to minimize use of roadways, driveways and entrances.
  - L. The Owner will not sign for any deliveries at any time.
  - M. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
  - N. Visible exterior storage areas will be temporarily allowed on the property, directly behind the structure. Material storage will not be allowed in 15 and 21 The Green, around the building or on the Green at any time.



- O. Contractor vehicles shall not be left at the site after working hours.
- P. Use of Existing Building: Maintain the existing building in a weathertight condition throughout renovation period. Repair damage caused by construction operations. Protect building and its contents during construction period.
- Q. The Owner shall have control of access to 15 and 21 The Green at all times. No keys or security codes will be issued to the Contractor.
- R. Use of the Owner's telephones will not be allowed.
- S. Flammable materials shall not be stored in or near 15 and 21 The Green. Flammable materials shall be kept outside, away from all buildings, in a flammable liquid/material storage box.
- T. Gas powered equipment will not be allowed in the building or near windows or louvers at any time.
- U. Debris shall be removed from the 15 and 21 The Green site on a daily basis.
- V. At no times shall equipment be left operating at the 15 and 21 The Green after hours or when no one is present at the building.
- W. Noisy activities shall take place during the hours defined by the City of Dover and prescheduled with the Owner to avoid disruption of activities.
- X. Access to the existing exterior hose bibs will be provided.
- Y. Construction crews will not be allowed to use the Owner's restroom facilities. The Contractor shall provide a self-contained toilet unit located out of view by the general public.
- Z. Dogs or other animals shall not be brought onto the property at any time.
- AA. Children shall not be brought onto the site at any time.
- BB. 15 and 21 The Green is a public facility and those working at the site shall not use abusive language.
- CC. Radios or other music-playing devices will not be allowed at any time.
- DD. Fire extinguishers shall be kept in the areas under renovation at 15 and 21 The Green at all times.
- EE. All work taking place on the site shall be monitored by the contractor's project superintendent at all times. This shall include those times when the work is being done only by the subcontractors and not the General Contractor.
- FF. The Project superintendant shall meet weekly with the site supervisor to review the activities planned for that week to avoid miscommunication, facilitate the renovation process and to maintain the Owner's operations.
- GG. Use of the Owner's sinks shall not be allowed at any time.
- HH. Walk off mats shall be provided at entrances to all construction areas from public ways if interior access is required.
- II. The fire detection system shall remain active at all times. The Contractor shall protect the devices, including security alarm system accordingly.
- JJ. Provide protective barriers and covers at entrances and public access areas where work is taking place overhead.
- KK. Power: Power is available for use by the contractor.
- LL. Grounds must be kept clean at all times.



- MM. Hours of Operation: Work can be completed 8:00 a.m. to 5:00 p.m. during Monday through Friday, as long as this is in conformance with the City of Dover regulations. Saturday / Sunday and after hours work must be coordinated and approved with the Architect and Owner in advance.
- NN. 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.
- OO. 15 and 21 The Green and surrounding State property are non-tobacco use areas. Tobacco shall not be used in State buildings or on State property.
6. Asbestos has been found in the pipe fittings on fiberglass insulated pipes, 9x9 floor tile and mastic, interior window caulking, exterior window glazing, and roof flashing tar, which will be removed by a State of Delaware vendor under a separate contract.
7. Lead paint was found on the windows and trim, and on the interior walls of spaces that are a part of this project.
8. Anticipated start date of the work is May 2015 upon submission of bonds, contract and insurances to the State of Delaware and the issuance of a State of Delaware purchase order.
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, Metal Flashing and Trim, Exterior Wood Painting, Roofing, 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 Dover will be required.
  - D. The following unit prices are requested:
    - 1) None.
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 Wednesday, April 1, at 5:00 PM. The last addendum will be issued no later than 12:00 PM on Friday, April 3, 2015.



11. Bids are due Thursday, April 9, 2015, at 10:00 AM. The bids are to be sent either overnight or hand delivered and must be received by 10:00 AM. Faxed bids are not allowed. Bids received after 10:00 AM 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 Dover, State Historic Preservation Office, State of Delaware Accessibility Board, and the Division of Facilities Management. 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. Section 011400 Work Restrictions is revised as follows:
  - a. Item 1.2 A 1. shall be revised to read as follows:
    1. Limits: Confine construction operations to the limits indicated on the drawings. Exterior work shall be limited to within 10-feet of the Building perimeter to the Contractor, subcontractors and Owner's work forces during the restoration process. Interior access will be strictly limited and shall be accessed only upon prior approval.
  - b. Item 1.2 A 2. shall be revised to read as follows:
    2. Owner Occupancy: 15 and 21 The Green is currently occupied and will be occupied during the restoration process. The surrounding site, buildings, roadways, access into the buildings, etc. beyond the work area shall remain accessible to the Owner. Closure of entrances shall be coordinated two weeks in advance.
  - c. Delete items 1.2 A 3 & 4.



d. Item 1.2 A 6. shall be revised to read as follows:

6. Dumpster: A State-provided location for the dumpster will be made available in the rear parking lot of 15 and 21 The Green. At all times, the dumpster shall be covered to avoid wind-blown debris. Debris shall be removed on a regular basis in order to avoid an overflowing dumpster. The State is not responsible for unauthorized use of the dumpster.

2. Section 013591 Historic Treatment Procedures is revised as follows:

a. Item 1.3 B shall be revised to read as follows:

- B. Historic: Spaces, areas, rooms, surfaces, materials, finishes, and overall appearance which are important to the successful reconstruction as determined by the Architect. The entire 15 and 21 The Green property is considered to be Historic for the purposes of this Project.

b. Delete item 1.6 E 1c. There is no walkway work on this project.

End of Addendum No. One

Enclosures



**Sign-In Sheet**  
**Exterior Restoration at 15 and 21 The Green**

**PRE-BID MEETING**  
**Wednesday, March 18, 2015 at 1:00 PM**

No.	Name	Representing	Phone No.	E-Mail Address
1	Brian Thompson	Conventional Builders Inc	302-422-2429	conventionalbuilders@comcast.net
2	B. Scott Schuman	BRSC Consulting Inc	302 786 2326	brsconsulting@comcast.net
3	C.G. WATZ	Kent Construction	302 653-6469	estimator2@kentconstructionco.com
4	L. BATHON	L C BATHON Bldg Co	410 398 0800	lbathon@aol.com
5	Tony VASSALOTTI	RY JOHNSON & SON, INC.	302-422-3732	tvassalotti@ryjson.com
6	Louis DELDEO	DELDEO BUILDERS INC	302-791-0243	loudeledeo@comcast.net
7	John V. Kingstad	JPS Construction	215-277-5093	GARY@JPS Constructionco.com
8	KEITH LONG	JOHN L BRIGGS CO.	302-856-7033	JLBRIGGS CO@VERIZON.NET
9	Michael Baernewast	Ventresco Bros. Inc.	302-658-6434	Tony@VentrescoBros.com
10	Shannon Gerard	Gerardi Construction Inc.	302-745-6252	gerardi.construction.inc@gmail.com

**Sign-In Sheet**  
**Exterior Restoration at 15 and 21 The Green**

No.	Name	Representing	Phone No.	E-Mail Address
11	Mark Podolak	Enterprise Masonry	302-764-6858	mpodolak@Demcbrick.com
12	Bill Booth	COMMONWEALTH CONST. Co	302-654-6611	bbooth@itsCOMMONWEALTH. com
13	Dave Reisinger	Bob-As Const Co	302-632-6965	reisingerandson@comcast.net
14	Stacy Bush	AmakorTAC	302-834-8669	Amakor@aol.com
15	Mark Meighan	Culbertson Restoration	610-436-4455	mmeighan@crlpa.com
16	LARRY SCHROCK	OMB/DFM	739-5644	
17	Michael Sanders	Harvard Environmental	302-326-2333	msanders@harvardenv.com
18	Cherie Dodge Birn	HCA	302-734-7405	Cherie.dodgebirn@ State.de.us
19	Manny Carrar	HCA	302-736-7438	manuel.carrar@ State.de.us.
20	DOMINICK SCHIAVONI	EHI CONSTRUCTION	302-750-7133	Dom@i3aLLC.com
21	CAROL QUIGLEY	FRENDS & FREWS, LLC	610-430-7730	cquigley@frenchandfrees.com

**Sign-In Sheet**  
**Exterior Restoration at 15 and 21 The Green**

No.	Name	Representing	Phone No.	E-Mail Address
22	Lynn Riley	DOS/HCA	302-577-5170	Lynn.riley@state.de.us
23	TRACI LUCKENBILL	BERNARDON HABER HOLLOWAY ARCH.	302-498-6073	tluckenbill@bernardon.com
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