

BERNARDON

ARCHITECTURE
INTERIOR DESIGN
LANDSCAPE ARCHITECTURE

ADDENDUM No.: 01

Project Name: WATER LINE REPLACEMENT RE-BID
at Buena Vista Conference Center
State of Delaware Contract Number: MC2006000143

Bernardon Proj. No.: 8347.05-16

Date of Issue: February 15, 2018

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, March 7, 2018 by 11:00AM
Division of Facilities Management
Thomas Collins Building
540 South DuPont Highway, Suite 1,
Dover, DE 19901

Location: Buena Vista Conference Center

Date of Meeting: February 14, 2015, 10:00 AM

Present for: State of Delaware
Lynn Riley – Department of Historic and Cultural Affairs (DHCA)
Courtney Lynahan – Department of Historic and Cultural Affairs (DHCA)
Larry Schrock – Office of Management and Budget (OMB)
Desiree May – DHCA Buena Vista Convention Center (BVCC)
Patricia Gerken – DHCA Buena Vista Convention Center (BVCC)

Contractors
David Frost – G.E.S.
Larry Vai – Pro Works, Inc.
Mo Conteh – JJID Inc.
Preston Macready – Stephens Excavating Service LLC
Terry Gleason – Eastern States Construction Service, Inc.
Rob Rettig – Merit Mechanical
Andy Baker – Schlosser & Associates
Mike Sheehan – Diamond Hill Inc.

VanDemark & Lynch (V&L)
Steve Johns

Bernardon
Douglas A. Eriksen, AIA



The following items were discussed:

- 1.01 It was stated that bids are due March 7, 2018 at 11:00am at Division of Facilities Management, Thomas Collins Building, Suite 1, 540 South DuPont Highway, Dover, DE 19901.
- 1.02 Any questions must be submitted to Bernardon via e-mail by close of business Monday February 26, 2018. Questions should be e-mailed to Doug Eriksen at deriksen@bernardon.com. A final Addendum (if needed) will be issued by close of business Wednesday, February 28, 2018.
- 1.03 Doug gave a synopsis of the scope of the project which is to eliminate the existing 3” water main coming from Route 13 to the Conference Center, provide new service to the “farm house” and install a new frost proof yard spigot at the pole shed. The new farm house service and spigot will tap off of an existing 2” meter just north of the stable (presently being renovated). The existing 3” service from Route 13 will be abandoned in place, the existing 3” meter on the eastern side of north bound route 13 will be returned to Artesian and the existing main capped. The conference center will be tied into the existing 6” fire sprinkler service presently in the basement of the Conference Center. The existing fire sprinkler meter will be removed and turned over to Artesian. A new 6” meter and pit will be installed as indicated on the Bid Documents. There are two (2) alternates to provide service to the Garage/Greenhouse complex if needed.
- 1.04 The State holds the option of awarding those alternates until June 30, 2018 when the new service is restored to the Conference Center and it can be determined if they will be needed. The Contractor will hold his prices until that time.
- 1.05 Desiree stated that work on site will be performed between 8:00am and 4:30pm. Other accommodations may be reviewed on as needed basis. If there is an ongoing activity that cannot be completed by 4:30, (such as a concrete pour) then accommodations can be made, but this must be coordinated ahead of time.
- 1.06 Bernardon directed all contractors to review Section 01 14 00 – Work Restrictions included in the specifications. Doug then proceeded to read through that section.
- 1.07 Lynn stated that the State has two (2) tenants that live on the Buena Vista property. Therefore it is imperative that shutdowns be kept to a minimum and that any scheduled shutdowns need to be coordinated with the BV staff at least two weeks prior to a shutdown in writing to the architect (Bernardon).
- 1.08 It was agreed by all present that the subcontractors to be listed on the Bid Form will be Plumbing, Utility Locator, and Excavator. If the General Contractor is performing any of the sub-Contractor work, then they shall list themselves as that sub-Contractor.



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- 1.09 The Contractors were reminded that they need to take before and after photos.
- 1.10 The location of excavated soil stock piled onsite will be coordinated with the State Archeologist. Any leftover excavation spoils will be legally disposed of by the Contractor off site.
- 1.11 It was stated the Contractor will provide a fire watch approved by the Fire Marshal and the local Fire Department any time the Sprinkler line is out of service during the duration of this contract. Bernardon will verify with the Fire Marshal's office what the requirements of the fire watch will be.
- 1.12 It was stated that the Contractor will recertify the sprinkler system after construction has been completed. As part of that, they will perform a flow test.
- 1.13 The pre-bid meeting included a walk-thru of the site indicating the proposed location of the meter pit. It also included a review in the basement of where the domestic water was to be tied into the 6" main.
- 1.14 It was asked when "Notice to Proceed" would be. Larry responded that it would be issued within a week of when bids are opened.
- 1.15 Pre-Bid Meeting sign-in sheet is attached.

The meeting was adjourned at 11:00.

Anyone taking exception to or noting omissions from these meeting minutes shall notify the Architect in writing following receipt of the minutes. Otherwise, it is assumed all parties accept these minutes as recorded.

Respectfully submitted,

Douglas A. Eriksen, AIA
Project Director
Bernardon
A Delaware LLC

DAE/man

Enclosure

cc: Attendees
Mr. Paul Nasca – DHCA
Mr. William E. Holloway, AIA, LEED AP – Bernardon LLC
Mr. Matt Lano – DEDC



Clarifications:

1. Fire Watch – The Contractor shall be responsible for a fire watch whenever the sprinkler system is down due to activities of this work for the duration of this contract. Fire Watch shall consist of the following:
 - a. Contacting the Fire Board (Dispatch Center) to notify them of the times that the sprinkler system will be out of service,
 - b. Maintain a Fire Watch, which consists of having someone continuously monitoring the building during the sprinkler outage, with a radio or phone immediately accessible to call the Fire Board if there is a fire,
 - c. Contacting the Fire Board to notify them when the sprinkler system is back in operation.
2. Wherever there is a conflict on the drawings or in the specifications between that stated, and that required by Artesian Water Company Standards, the Artesian standards shall take precedence.

Clarifications to the Drawings:

- C-001 Clarification of the abbreviations “CGR” and “UT”. “CGR” stands for “Chilled Glycol Return” and indicates the chilled water (or chilled glycol) supply and return pipes running underground in that area. “UT” stands for Underground Telephone.

Clarifications to the Project Manual:

- Replace Section 00 41 13 “BID FORM” in its entirety with that attached.
Replace Section 01 14 00 “WORK RESTRICTION” in its entirety with that attached.
Insert attached Section 21 13 00 “FIRE-SUPPRESSION SPRINKLER SYSTEMS” in its entirety.

BERNARDON

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JOB BUENA VISTA WATERLINE PRE-BID
 SHEET NO. _____ OF _____
 CALCULATED BY _____ DATE 2/14/12
 CHECKED BY _____ DATE _____
 SCALE _____

NAME	COMPANY	E-MAIL	PHONE #
DAVE ERIKSEN	BERNARDON	DERIKSEN@BERNARDON.COM	
STEPHEN JOHNS	V+L	SJOHNS@VPLENG.COM	302-764-7635
DAVID FROST	GES	DFROST@GESONCALL.COM	302-683-4620
Terry Gleason	Eastern States Const. Service Inc	tgleason@eastern-states.net	995-2259
Lynn Riley	DOS/HCA	lynn.riley@state.de.us	577-5170
COURTNEY LYNAHAN	HCA	Courtney.lynahan@state.de.us	
Rob Rettig	merit mechanics	TRettig@meritmech.com	366-8601
ANDY BAKER	SCHLOSSON+ASSOC.	ABAKERSA@HOTMAIL.COM	302-738
MO CONTEH	JJID INC	MCONTEH@JJID.COM	302-332-1705 7833
Preston Macready	STEPHENS EXC	Preston@STEPHENSEXC.COM	484 947 4749
LARRY VAI	PRO WORKS INC	LARRY.VAI@PROWORKSINC.NET	302-221-4200
LARRY SCHRACK	OMB/DFM	larry.schrock@state.de.us	739-5641
Desiree May	Buena Vista	desiree.may@state.de.us	302-323-4430
Trish Gerken	HCA/BV	patricia.gerken@state.de.us	302-334
Mike Sheehan	Diamond Hill Inc	mksheehan@diamondhillinc.com	

WATER LINE REPLACEMENT
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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:

No Unit Prices Required

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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 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(s) of Employee Drug Testing Program
- Bid Security
- (Others as Required by Project Manuals)

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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. **Note that all subcontractors listed below must have a signed Affidavit of Employee Drug Testing Program included with this bid.**

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City & State)</u>	<u>Subcontractors tax payer ID # or Delaware Business license #</u>
1. Plumber	_____	_____	_____
2. Utility Locator	_____	_____	_____
3. Excavator	_____	_____	_____

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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 (*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.

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**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 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.

SECTION 01 14 00
WORK RESTRICTIONS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 USE OF PREMISES

- A. Use of Site: Limit use of premises to work in areas indicated. Do not disturb portions of site beyond areas in which the Work is indicated.
1. Limits: Confine construction operations to the limits indicated on the drawings. Do not disturb areas to remain occupied during the renovations.
 2. Owner Occupancy: The Buena Vista Conference Center is currently occupied and will be occupied during the renovation process. The areas to be renovated will be vacated. The surrounding occupied areas, site, buildings, roadways, access into the buildings, etc. beyond the work area shall remain accessible to the Owner. Closure of entrances shall be coordinated in writing two weeks in advance.
 3. Parking: Parking is the responsibility of the General Contractor and shall be coordinated in advance with the Owner. The Owner will designate areas on site that may be used by the Contractor for such use.
 4. Dumpster: Space is available for a dumpster at the site, actual location shall be coordinated with the Owner.
 5. Access: Access to the work area can be achieved from the adjacent parking lot.
 6. Storage: Outdoor space is available for storage. It will be the responsibility of the Contractor to make secure all materials on site.
 7. Public Roadways, Driveways, Entrances and Public Sidewalks: Keep public roadways, driveways, entrances and public sidewalks serving premises clear and available to the Public, Owner, Owner's employees and emergency vehicles at all times. Do not use these areas for parking or storage of materials.
 - a. Schedule deliveries to minimize use of roadways, driveways, and entrances.
 - b. The Owner will not sign for any deliveries at any time.
 - c. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
- B. 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.
1. The Contractor shall be provided access to the Buena Vista Conference Center as necessary to complete the work. A security code and/or keys shall not be provided to the Contractor.
 2. Use of the Owner's telephones will not be allowed.

3. Flammable materials shall not be stored in any of the Buena Vista Conference Center buildings. Flammable materials shall be kept outside, away from the buildings, in a flammable liquid/material storage box.
4. Gas powered equipment will not be allowed in the buildings or near windows at any time.
5. Debris shall be removed from and around the buildings and site including the sidewalks and parking areas on a daily basis.
6. At no times shall equipment be left operating in the building after hours or when no one is present in the building.
7. Noisy activities shall be prescheduled with the Owner to avoid disruption of their activities.
8. Access to water will be provided.
9. The existing restrooms may not be used by the construction forces. The Contractor shall provide for temporary toilet facilities on site.
10. Dogs or other animals shall not be brought onto the property at any time.
11. Children shall not be brought onto the site at any time.
12. The general surrounds of the building and areas to be renovated are open to the public and those working at the site shall not use abusive language.
13. Radios or other music-playing devices will may be allowed. If radios or other such devices are found to be too loud or offensive as judged by the Owner or building Tenant, then such use will be discontinued.
14. Fire extinguishers shall be kept in the areas under renovation at the Buena Vista Conference Center at all times.
15. All work taking place on the site shall be monitored by the contractor's project superintendent at all times even if the General Contractor's work forces are not working at the site.
16. The Project superintendent 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.
17. Walk off mats shall be provided at entrances to all construction areas from public ways.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION

SECTION 21 13 00
FIRE-SUPPRESSION SPRINKLER SYSTEMS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. System design, installation, and certification.

1.02 REFERENCE STANDARDS

- A. FM (AG) - FM Approval Guide; current edition.
- B. NFPA 13 - Standard for the Installation of Sprinkler Systems; 2016.

1.03 SUBMITTALS

- A. See Section 01 30 00 - Administrative Requirements, for submittal procedures.
- B. Manufacturer's Certificate: Certify that system has been tested and meets or exceeds the State of Delaware Fire Marshall code requirements.

1.04 QUALITY ASSURANCE

- A. Fire Protection contractor to be licensed by the Office of the State Fire Marshal.

PART 2 PRODUCTS

2.01 SPRINKLER SYSTEM

- A. Occupancy: Light hazard; comply with NFPA 13.
- B. Water Supply: Determine volume and pressure from water flow test data.

PART 3 EXECUTION

3.01 INSTALLATION

- A. Flush entire piping system of foreign matter.
- B. Contact the Fire Board (Dispatch Center) to notify them of the times that the sprinkler system will be out of service.
- C. Maintain a Fire Watch, which consists of a contractor's representative continuously monitoring the building during the sprinkler outage with a radio or phone immediately accessible to call the Fire Board if there is a fire.
- D. Contact the Fire Board to notify them when the sprinkler system is back in operation.
- E. Perform a hydrostatic and flow test in conformance with NFPA standards both before any work has commenced and after all work is completed. The standpipe system shall be tested to verify compliance with the system demands as listed in NFPA 14.
- F. All operational test documentation and test procedures must be approved by the authority having jurisdiction. All test reports shall be on NFPA Standard forms and copies shall be submitted to Owner at closeout. The test reports shall include, but not be limited to, the following: identification of system being tested and test date, list of personnel witnessing test, and test results.
- G. Contractor shall verify that all signage as required by NFPA 13 and NFPA 14 has been installed, is correct and is secure.
- H. Require test be witnessed by Fire Marshal.

END OF SECTION

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