

BERNARDON

ARCHITECTURE
INTERIOR DESIGN
LANDSCAPE ARCHITECTURE

ADDENDUM No.: 01

Project Name: CHILLER REPAIR
Buena Vista Conference Center
State of Delaware Contract Number: MC2006000144

Project No.: 8347.06-16

Date of Issue: October 17, 2017

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 November 15, 2017 by 11:00AM
Division of Facilities Management
Thomas Collins Building
540 South DuPont Highway, Suite 1
Dover, DE 19901

The purpose of the meeting was for a mandatory pre-bid meeting for the repair and replacement of equipment associated with the chiller at the Buena Vista Conference Center and to lay out the procedures that will be followed during the project.

Location: Buena Vista Conference Center Dining Room

Date of Meeting: October 16, 2017, 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)

Contractors
Rob Vander Decker, Summit Mechanical Inc. (SMI)
Mimi Allen, Gaudelli Bros. (GB)
David Ragolia, Cherokee Nation Mechanical (CNM)
Matt Bailey, Power Plus Electrical Contracting, Inc. (PPEC)
Andy Baker, Schlosser and Associates (SA)
Justin Collett, Collett and Sons (CS)
Drew Silich, GEM Mechanical (GEM)
Bryan Smallwood, Modern Controls (MC)
Robert Stewart, Statewide Mechanical (SM)

DEDC
Matt Lano



Bernardon
Douglas A. Eriksen, AIA

The following items were discussed:

- 1.01 It was stated that bids are due Wednesday November 15, 2017 at 11:00am at Division of Facilities Management, Thomas Collins Building, Suite 1, 540 South DuPont Highway, Dover, DE 19901.
- 1.02 Besides those items listed in the project manual, Contractors must include a copy of their Delaware business license, drug testing affidavit, and acknowledgement of addendum with their bids. Failure to do so will be grounds for immediate decline of the bid. A drug testing affidavit is required for the GC as well as each of their sub-contractors.
- 1.03 Contractors shall submit two (2) copies of their bids, one original and one copy. They will only be required to submit one copy of the drug testing affidavit(s).
- 1.04 All work will be performed between 8:30am and 4:30pm when they have staff on site. Other accommodations may be reviewed on an as needed basis.
- 1.05 Bernardon directed all contractors to review Section 01 14 00 – Work Restrictions included in the specifications.
- 1.06 The Contractor shall notify the State one (1) week prior to start of construction/demolition so that they have time to notify other tenants on the property.
- 1.08 DHCA requested that they be notified prior to scheduling of any excessively noisy work so that they may coordinate with events occurring at the Conference Center.
- 1.09 It was determined that contractors shall list their sub-contractors for electrical, HVAC, balancing and controls on the bid form.
- 1.10 The pre-bid meeting included a walk-thru of the affected spaces in the basement of the Conference Center.
- 1.11 It was stated that the contractors will have use of the restroom facilities in the adjacent Greenhouse building. Power and water will be provided as needed.
- 1.12 Pre-Bid Meeting sign-in sheet is attached.
- 1.13 Insert into the Project Manual in its entirety the following attached specification section:

Section 004113 Bid Form

The meeting was adjourned at 11:00.

CHILLER REPAIR
Buena Vista Conference Center
OMB/DFM Project No.: MC2006000144

BID FORM

For Bids Due: _____ (DATE) **To:** _____ (OWNER)

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:

\$ _____
(\$ _____)

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.

ALTERNATE No. 1: _____ (BRIEF DESCRIPTION)

Add/Deduct: _____
(\$ _____)

ALTERNATE No. 2: _____ (BRIEF DESCRIPTION)

Add/Deduct: _____
(\$ _____)

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BID FORM

ALTERNATE No. 3: _____ (BRIEF DESCRIPTION) _____

Add/Deduct: _____
(\$ _____)

UNIT PRICES

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

		<u>ADD</u>	<u>DEDUCT</u>
UNIT PRICE No. 1:	_____ (BRIEF DESCRIPTION) _____	\$ _____	\$ _____
UNIT PRICE No. 2:	_____ (BRIEF DESCRIPTION) _____	\$ _____	\$ _____
UNIT PRICE No. 3:	_____ (BRIEF DESCRIPTION) _____	\$ _____	\$ _____

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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. electrical	_____	_____	_____
2. HVAC	_____	_____	_____
3. balancing	_____	_____	_____
4. controls	_____	_____	_____

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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.

ATTENDANCE SHEET

PRE-BID CONFERENCE – CONTRACT # MC2006000144

NAME: Buena Vista Chiller Repairs

DATE: October 16, 2017

NAME	AGENCY/COMPANY	TELEPHONE	EMAIL	FAX
Rob Vander Decker	Summit Mechanical, Inc.	302-836-8814	Rob@SummitMechanical.org	302-836-8819
Mimi Allen.	Gaudelli Bros.	856-825-0636	mimi@gaudellibros.com	856-327-8864
DAVID RAGOLIA	CNM	302-833-3104	DAVID.RAGOLIA@ CHEROKEE.CNCS.COM	302-833-3194
Matt Bailey	Power Plus Electrical Contracting, Inc	302 736-5070	matlb337@gmail.com	302 736-5120
Andy Baker	SCHLOSSER - Assoc.	302-738-7333	ABAKERSA@HOTMAIL.COM	302 738-5692 302 376 1842
JUSTIN COLLETT	COLLETT & SONS	302 376-1830	JUSTIN@COLLETTANDSONS.COM	
Drew Siltch	GEM Mechanical	610-361-9667	Drew@gemmsi.com	610-361-9677
Bryan Smallwood	Modern Controls	302-388-3095	bsmallwood@moderncontrols.com	
Robert Stewart	STATEWIDE MECHANICAL INC	302-376-6117	RSTEWART@STATEWIDE-MECH.COM	302-376-6827
LARRY SCHROCK	OMB/DFM	739-5644	larry.schrock@state.de.us	739-6248
Lynn Riley	HCA	577-5170	Lynn.riley@state.de.us	
COURTNEY LYNAHAN	HCA		COURTNEY.LYNAHAN@STATE-DE.US	
DOUGLAS ERIKSEN	BERNARDON	302-498-6071	deriksen@bernardon.com	
MATT LANO	DEDC			