

BERNARDON

ARCHITECTURE
INTERIOR DESIGN
LANDSCAPE ARCHITECTURE

ADDENDUM No. ONE

Project Name: The Academy - ROOF RESTORATION
State of Delaware Contract Number: MC2006000146

Project No.: 8347.07-16

Date of Issue: January 11, 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: Thursday February 22, 2018, at 11:30 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 Tuesday, January 9, 2018 at 1:00 PM. A copy of the sign-in sheet is included with this addendum.

Location: The Academy, New Castle, DE
Date: January 9, 2018 at 1:00 PM

Present for: State of Delaware
Division of Historical and Cultural Affairs (DHCA)
Ms. Lynn Riley
Ms. Courtney Lynahan

Bidders

Mr. George P. Psaromatic – Paneko Construction
Mr. Steve Padhar – Bathon Builders
Mr. Mark Evelano – D.A. Nolt
Mr. Marc Wolfe – Deldeo Builders Inc.

Bernardon

Mr. William E. Holloway, AIA
Mr. Douglas A. Eriksen, AIA



The purpose of the meeting was to review the intended scope, and other documents for bidding the work.

The topics discussed were as follows:

- 1.01 Bernardon stated that this was a pre-bid meeting for the roof replacement at the Academy building in New Castle. All were requested to sign in on the provided sign-in sheet (see attached) and if they did not sign in they would not be allowed to bid the project. It was stated that bids were due Thursday, February 22, 2018, by 11:30 AM at OMB's office in the Thomas Collins Building, 540 S. DuPont Highway, Dover, DE. Bernardon had a copy of the "Advertisement for Bid" for the Contractor's to review. Bernardon stated that Contractor's will need to be pre-qualified to bid on this project as indicated in the bid advertisement and indicated that the Pre-qualification form can be found on the State web site at <https://dfm.delaware.gov/prequal/documents/application-ncademy.pdf> and that they had until January 30, 2018 to complete the pre-qualification process. A copy of the pre-qualification form was available for Contractor's to review.
- 1.02 Bernardon reviewed the scope of the project noting that it involved the replacement of the existing cedar shingle roof, replacement of the existing roof hatches, flashing and installation of an elastomeric roof coating.
- 1.03 Bernardon reviewed the following:
 1. That the work would be performed under a general construction contract.
 2. The Contractor shall have partial use of premises for construction operations, including use of Project site, during construction period and that the Contractor's use of premises is limited for daily operations.
 3. There would be limited use of premises and that the Contractor should not disturb portions of the project site beyond areas in which the work is to be performed. It was noted that the Owner's tenant will occupy building during construction. The Contractor shall keep entrances serving premises clear and available to Owner, Owner's employees, and Owner's tenant.
 4. The Contractor should schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
 5. The Owner will not sign for any deliveries at any time.
 6. Contractor vehicles shall not be left at the site after working hours.
 7. The Contractor shall maintain the existing building in a weather tight condition throughout the construction period, repair damage caused by construction operations and protect building and its occupants during construction period.



Addendum No. One
The Academy ROOF RESTORATION – Pre-Bid Meeting

January 9, 2018
Page 3

- 1.04 Bernardon stated that the Contractor's should review Section 011400 – Work Restrictions in the spec book and emphasized the following:
1. The Owner shall control access to the building at all times. No keys or security codes will be issued to the Contractor.
 2. Use of the Owner's telephones will not be allowed.
 3. Flammable materials shall not be stored in the building.
 4. The entrances shall be protected during the construction period. This includes the erection of a covered walkway at the main entrance. Use and/or closure of the entrances must be coordinated with the Owner's representative in advance. One accessible entrance must be maintained at all times.
 5. At no times shall equipment be left operating in or around the building after hours or when no one is present in the building.
 6. Access to the existing exterior hose bibs will be provided.
 7. Use of the toilets in the basement by the Contractor will be allowed.
 8. Dogs or other animals shall not be brought onto the property at any time.
 9. Children shall not be brought onto the site at any time.
 10. The Academy building is a public facility and those working at the site shall not use abusive language.
 11. The Academy building is a State property, no smoking is allowed on State property.
 12. Radios or other music-playing devices will not be allowed at any time.
 13. Use of the Owner's sinks for cleaning tools and equipment shall not be allowed at any time.
 14. The fire detection and security system shall remain active at all time. The Contractor shall protect the devices, including security alarm system accordingly.
 15. All work taking place on the site shall be monitored by the contractor's project superintendent at all times.
 16. The Contractor shall protect existing trees and shrubbery.
- 1.05 Bernardon stated that the Contractor shall provide not less than 72 hours' notice to Owner via the Architect of activities that will affect Owner's operations.
- 1.06 Bernardon stated that work hours will be from 8am to 5pm with no weekend work hours.
- 1.07 Contractor's were told that there is street side parking and that they are to follow City of New Castle requirements for such.
- 1.08 Dumpster location if needed will be coordinated with the Owner. It is preferred that debris be removed from the site on a daily basis.
- 1.09 It was agreed that Roofers would be listed on the Subcontractor's List on the Bid Form. A revised bid form is included with this Addendum.



Addendum No. One
The Academy ROOF RESTORATION – Pre-Bid Meeting

January 9, 2018
Page 4

General Clarifications:

1. All questions shall be submitted to Bernardon via e-mail at deriksen@bernardon.com. The last day for questions will be by the close of business on Tuesday, February 13, 2017. Answers will be issued via Addendum to be issued by close of business Thursday, February 15, 2018. Other Addendum may be issued prior to February 15, 2018 if deemed necessary.

Technical Manual:

1. Replace in its entirety Section 00 41 13 – Bid Form with that attached.

Drawings:

1. No changes

End of Addendum No. One

Enclosures

Sign-In Sheet
New Castle Academy
Roof Restoration Pre-Bid Meeting

PRE-BID MEETING

Tuesday January 9, 2018 at 1:00 PM

No.	Name	Representing/Address	Phone No.	E-Mail Address
1	Douglas A Eriksen	Bernardon 123 Justison St. Wilmington, DE 19801	302-498-6071	deriksen@bernardon.com
2	GEORGE P. PSARONATI	PANEKO CONSTRUCTION 12323 KEMMERTON LANE BOWIE MD. 20715	1-301 946-4439	4R info.paneko.com
3	Steve Padhan	BATHOW BUILDERS	410-398- 0800	KWILHELM@ bathowbuilders.com
4	MARK EVELAND	D.A. NOLT INC 53 CROSS KEYS RD BERLIN NJ 08009	856 753 9333	MARK@DANOLT.COM MATT@DANOLT.COM
5	Marc Wolfe	Dedeo Builders Inc 100 Neamans RD Suite 3F Claymont DE 19703	302 791 0243	marcwolfe@mac.com

ROOF RESTORATION
The Academy
OMB/DFM Project No.: MC2006000146

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

None Requested.

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: _____ Replacement of rotted or damaged roof lath	\$ _____	\$ _____

ROOF RESTORATION
The Academy
OMB/DFM Project No.: MC2006000146

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)

ROOF RESTORATION
The Academy
OMB/DFM Project No.: MC2006000146

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. Roofer	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____

ROOF RESTORATION
The Academy
OMB/DFM Project No.: MC2006000146

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.

ROOF RESTORATION
The Academy
OMB/DFM Project No.: MC2006000146

**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.

THIS PAGE INTENTIONALLY LEFT BLANK