

**PRE-BID MEETING MINUTES  
ADDENDUM NO. 1  
MAIN BUILDING TRANSFORMER REPLACEMENT  
AT THE  
DELAWARE HEALTH & SOCIAL SERVICES HERMAN HOLLOWAY CAMPUS  
1901 N. DUPONT HIGHWAY, NEW CASTLE DE 19720  
DHSS/DFM PROJECT NO.:MC3501000024**

A Mandatory Pre-Bid Meeting for the referenced project was held in the DHSS Herman Holloway Campus, Main Annex Conference Room #011 on Tuesday, September 30, 2014, at 10:00 a.m. Those in attendance were:

Daniel Episcopo	DHSS/DMS/FO
Stephen King	DHSS/DMS/FO
Elliott Tatum	DHSS/DMS/FO
Dwayne Kisner	DHSS/DMS/FO
Mike Reynolds	Shelly Sons Electrical Contracting, Inc.
Rob Sharp	Superior Electric Service Co.
Matt Bailey	Power Plus Electrical Contracting, Inc.
Fred Fisher	First State Electric, Inc.
John DeMatteis	Nickle Electrical Companies
Bryan Tubb	Delcollo Electric, Inc.
Harold Endy	Philips Brothers Electrical Contractors, Inc.
Sam Stewart	Dvorak, LLC
Ryan Landis	Carr & Duff, Inc.
Joe McColgan	Wescott Electric Company
Paul Lubertine	Kimball Construction Co., Inc.
Zack Cassell	BW Electric, Inc.
Mike Reynolds	Blue Hen Utility Services
Matt Galinskie, C.E.A.	Fayda Engineering & Energy Solutions, LLC
Edward Fayda, P.E.	Fayda Engineering & Energy Solutions, LLC

**Date of Report:** October 1, 2014

**FE&ES Comm. No.:** 14-1152B

**Items of Discussion:**

- 1.0 These Pre-Bid Meeting Minutes, Addendum No. 1, shall be made part of the Project Manual and Drawings dated September 22, 2014 for the Delaware Health & Social Services Herman Holloway Campus, Main Building Transformer Replacement.
- 2.0 Sealed bids for OMB/DFM Contract No. MC3501000024 – Holloway Campus – Main Building – Transformer Replacement, will be received by the State of Delaware, Office of Management and Budget, Division of Facilities Management, in the reception area of the Facilities Management



Office in the Thomas Collins Building, 540 S. DuPont Highway, Suite 1 (Third Floor), Dover, DE 19901 until 2:00 p.m. local time on Wednesday, October 15, 2014, at which time they will be publicly opened and read aloud. Bidder bears the risk of late delivery. Any bids received after the stated time will be returned unopened.

- 3.0 This is a mandatory pre-bid meeting and prime bidders are limited to those in attendance.
- 4.0 For further bidding information relating to the Project Manual and Drawings, the contractors are directed to contact Edward Fayda, P.E., Project Manager at Fayda Engineering & Energy Solutions, LLC at telephone: 302-999-1060. Contractor Requests for Clarification or Interpretation shall be delivered electronically (by email) to [efayda@faydaees.com](mailto:efayda@faydaees.com). Ensure the project title, contractor's name and RFI # are in the subject line. (Example: DHSS XFMR "Contractor Name"- RFI #1)
- 6.0 The wage rates for this Project are Delaware Department of Labor and Division of Industrial Affairs for **New Castle County, Building Construction Classification**. A certified copy of the prevailing wage rates for this specific project is included in the Project Manual. This approved scale of wages must be posted by the Contractor in a prominent and easily accessible place at the work site.
- 7.0 Contractors are reminded that if they are a recognized contractor that customarily performs the work of a given subcontractor classification; that they can list themselves on the line for that particular subcontractor category. **DO NOT LEAVE ANY BLANKS ON THE BID FORM. DO NOT ADD ANY ADDITIONAL VERBIAGE OTHER THAN WHAT IS REQUESTED. FAILURE TO DO SO MAY DISQUALIFY YOUR BID.** As an example, if you are an electrical contractor that will self-perform the electrical work, that you list your company on the Electrical Subcontractor line on the bid form. Ensure your address, license, etc. is also included.
- 8.0 Effective 9/1/14, any prime contractor that submits a bid must include a copy of their State of Delaware Business License. Failure to do so will be grounds to disqualify their bid.
- 9.0 Project Summary
  - A. The DHSS Herman Holloway Campus is the main campus for the Department for the State of Delaware. This campus contains over 50 buildings on over 100 acres of property. The campus maintains a dual-radial 12kV underground distribution system. This distribution system generally wraps the campus in a northern and southern arrangement notably, the dual radial circuits are titled the North & South Loops.
  - B. On 7/15/14, we determined that the existing 750kVA dry type transformer located in the basement of the Main Building was operating in a condition of imminent failure. We estimated a life of approximately 3-6 months before failure.
  - C. The underground distribution system uses a separable loadbreak connector system that are located throughout the campus in manholes.

- D. The Main Administration Building, is served by Circuits #2 & #3 of the South Loop along with 7 other buildings that have a 12kV Switchgear lineup.
  - E. The Main Administration Building has a 4 bay FPE 12kV Air Interrupter Switch lineup that serves a 50kVA unit substation and 750kVA Dry Type transformer connected to a 3000 Ampere secondary switchgear lineup.
  - E. Under this project, the existing 12kV FPE Switchgear, 750kVA Dry Type Transformer and secondary switchgear will be replaced in its entirety along with new underground primary and secondary services.
  - F. Under Alternate #1, in the Main Annex Building, the existing switchgear, bus duct switch and secondary services will be replaced.
  - G. Due to the condition of the existing 750kVA transformer, it is desired that it be replaced as quickly as possible and therefore Alternates have been created so that gear with longer lead times may be accelerated to meet the project schedule.
  - H. Due to the nature of the distribution system, it is likely that work in live manholes will be required. Additionally, all underground isolation and switching of the campus system will be performed by the Prime Contractor and the owner will only assist with the work.
  - I. We have a very aggressive schedule. The project shall be completed 120 days after receipt of an official State of Delaware Purchase Order.
- 9.0 Contractor must be a registered plan holder in order to submit a bid. Bid Form shall be submitted in triplicate. Only those registered plan holders will be sent future addenda.
- 10.0 A two (2) year warranty is required on work and materials beginning on the date of substantial completion.
- 10.0 The following sections of the specifications were reviewed:

<u>Section</u>	<u>Article</u>	<u>Title</u>
	-----	Advertisement for Bids
00 41 13	-----	Bid Form
00 45 13	1.02	Bidders Qualifications
01 23 00	-----	Schedule of Alternates
00 81 13	5.6	Contract Performance
26 05 13	2.3.1	Medium Voltage Cables
26 05 70	1.02,3	Power System Study
26 12 19	2.3	Pad Mount Transformer
26 13 23	2.01	Metal Enclosed Switchgear
26 13 50	2.01	Loadbreak Cable Switching Station
26 24 13	1.02	Interior 208VAC Switchboard
32 13 13	1.2	Concrete Paving
Appendices		A, B, C, D

11.0 The drawings were generally reviewed to present the intent of the contract documents.

12.0 The following items were discussed in detail:

- A. We will be issuing a new drawing and Bid Form in Addendum #2 that identifies the installation of a pad mounted transformer on an emergency basis. This transformer will need to be available from the contractor's stock and installed immediately upon the failure of the existing transformer. This will be bid as an Add Alternate and only awarded in the event that the existing transformer fails prior to the successful completion of the project.
- B. Working hours are 7:00 a.m. to 4:00 p.m. Monday through Friday, except for State Holidays at which time the site will be closed. Additional hours must be arranged with the Owner in advance. All shutdowns shall be conducted on weekends and at the convenience of the owner. Shutdowns must be scheduled and approved by the owner a minimum of two weeks in advance. Working hours of the Main Building are 6:00 a.m. to 6:00 p.m.; Monday thru Friday
- C. Contractors are to contact the Department of Labor if they have any questions with regard to the State Prevailing Wage Law or clarifications on payroll reporting. Telephone number is 302-451-3423.
- D. Requests for substitutions must be submitted to the Engineers office by **8:00 a.m. on Monday, October 6, 2014**. Such requests shall include a complete description of the proposed substitutes, along with sufficient documentation and information necessary for a complete evaluation.
- E. All questions should be directed in writing to the Engineer. Contractors are encouraged to submit questions as soon as possible. All answers to questions not in addendum format will not be binding. In the case of a conflict between the specifications and drawings or within each not answered by addendum, the greater quantity or better quality shall be provided. The deadline for questions shall be **5:00 p.m. on October 10, 2014. Final Addenda deadline is 2:00 p.m. on 10/12/14.**
- F. Attached to these minutes are DHSS Interim Life Safety Measures. All contractors working on site will need to adhere to these Department Policy's and Procedures.
- G. Contractor will be responsible for the 3<sup>rd</sup> Party identification of underground private utilities in the area of excavation. Any known utilities are approximately shown on the contract documents. Miss Utility shall be contacted for public utilities. Note that the large field where we will be running our new ductbank was a site of a former building that was razed many years ago. It is possible that artifacts may be uncovered. Should this occur, notify the Engineer/Owner who will respond accordingly.

- H. Billing for stored material will not be paid unless the material is on the jobsite and in a secure location under the contractor's control. DHSS will assist with providing area for materials storage; however it will not be a secured area.
  - I. Excavated soils may be stockpiled and then deposited at a suitable location designated by DHSS on site.
  - J. Contractor shall provide temporary toilets. Contractors will not be permitted to use facility restrooms.
  - K. The owner will engage the services of a 3<sup>rd</sup> party Inspection Firm (Duffield Associates) for soils evaluation, concrete pad pre-pour inspections and cylinder tests.
  - L. This is a secure site. A site walkthrough will be conducted immediately following the meeting today. One (1) additional visit is tentatively scheduled for 10/7/14 at 10:00 a.m. Contractors wishing to register for the walkthrough shall contact Matt Galinskie at 302-999-1060. Only registered contractors will be permitted to tour the site. If no-one registers for a particular visit, the visit will be cancelled.
- 14.0 Successful Contractor shall designate one job foreman who will remain as the main point of contact throughout the duration of the project.
- 15.0 In accordance with Specification Section 00 73 13, Article 9.2.2, an amount equal to 1% of the contract will be identified on the contractor's Schedule of Values for contract closeout documents. Note that this is not part of the 5% retainage.
- 16.0 Reminder: For your bid to be deemed responsive, you need to include:
- 1. Bid Form- Fully executed, no blanks use the latest version published by Addenda.
  - 2. Bid Bond or Certified check in the amount of 10% of your bid.
  - 3. Bidders Qualification Statement (5 references)
  - 4. Bidders Business License
- AND
- 1. Be prepared to mobilize within 10 days after receipt of an official State of Delaware Purchase Order and complete this project in 120 calendar days, self-performing 50% of the work with your own forces.
  - 2. Be prepared to replace the existing transformer on a temporary basis providing 24/7 around-the-clock emergency response services to restore power to the Main Building.
- 17.0 There is asbestos present in the ceiling of the side of the electric room where the FPE Switchgear is located. Abatement is expected to be complete prior to the start of this project and will be completed outside of this contract by the owner.
- 18.0 There is some interior work that the owner will need to perform after the 4 bay FPE switchgear is removed and prior to the installation of the new Secondary Switchgear. This will include parging of brick walls, painting and other work. Contractor to provide approximately 2-3 weeks to complete this work as part of the contractor's overall schedule.

19.0 A site review of the project site was performed.

20.0 Changes to Specifications

20.1 Section 01 21 00 Allowances: **Add** the following new Section.

20.2 Section 00 41 13, Bid Form: **Replace** existing Bid Form with new Bid Form to include Alternate #5 and an Allowance for drywall and finishes in the electric room after the owner completes the work identified in Article 18.0 of these minutes.

20.3 Section 01 23 00 Alternates of Scope: Article 1.02.B.5 **Add** the following new Article:  
ADD Alternate #5

This Alternate will not be awarded on Bid Day, but will be invoked in the event that the existing transformer fails prior to the completion of the project and issued on an emergency basis.

1. On an Emergency Basis, within a 2 hour response time, provide the following:
2. Temporary 3 Phase, Pad mounted transformer: 750kVA or larger, 12,000 V primary- 208Y/120 Secondary.
3. Temporary fiberglass pad
3. 2000A secondary feeders run through the window leading into the electric room and connected to the 208v Switchboard on the load side of the existing dry type transformer. Connected so that the dry type transformer can be removed while the temporary transformer is energized.
4. Primary run to the spare (3rd bay) FPE Switch that currently serves the abandoned 50kVA unit substation in the basement from the pad mounted transformer. This can also be run through the window.
5. A rigid plywood framed enclosure around the primary and secondary services going into the window and attached to the exterior wall to safely protect anyone from coming in contact with the primary and secondary cables.
6. All work to be done at premium time on an emergency basis. If it were to fail, it would probably be while it is loaded the heaviest, during the day, during the week and the contractor would need to work around the clock to install this transformer and complete the work.
7. All costs for breakdown and removal at the end of the rental period.
8. Since we are not sure how long we would need the transformer, please quote a minimum of one month and an additional monthly rental cost as well.

21.0 Changes to Drawings

21.1 **Add** new Sketches SK-E1 and SK-E2 for Temporary Transformer installation.

22.0 Questions/Clarifications

Q1: Can one person, who is a principal of two (2) different companies, sign in at the Mandatory Pre-Bid Meeting as there representing both companies?

A1: Yes, as long as they can provide documentation that they are a principal of both firms.

Q2: Please clarify the size of the temporary generator to serve the Kitchen.

A2: Generator will be rated 250kW per the specifications.



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Edward Fayda, P.E.

EF/ef  
14-11252B Pre-Bid Meeting Agenda

Attachments: Pre Bid Meeting Sign-In Sheet  
Specification Section 00 41 13 Bid Form  
Specification Section 01 21 00 Allowances  
Sketches SK-E1 & SK-E2  
DHSS Interim Life Safety Measures

cc: All in Attendance  
Associated Builders & Contractors, Inc.  
Delaware Contractors Association  
Reed Construction Data  
P-File

**DHSS- HERMAN HOLLOWAY CAMPUS  
MAIN BUILDING TRANSFORMER REPLACEMENT  
DHSS/DFM PROJECT #: MC3501000024**

**BID FORM**

**For Bids Due:** 2:00 p.m.; Wednesday, October 15, 2014

**To:** Mr. Richard Glazeski, Project Manager  
OMB/Division of Facilities Management  
Thomas Collins Building, Suite 1, 3<sup>rd</sup> Floor  
540 S. DuPont Highway  
Dover, DE 19901

**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:

**BASE BID:** Provide all work identified on Contract Documents.

Amount: \_\_\_\_\_ (\$ \_\_\_\_\_ )

**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 #1: Omit all work in Main Annex Building shown on Drawing E-3.

Deduct: \_\_\_\_\_ (\$ \_\_\_\_\_ )

Alternate #2: Quick Ship Costs for Metal Enclosed 12kV Auto Source Transfer Switch for 8 week delivery, FOB Jobsite.

Add: \_\_\_\_\_ (\$ \_\_\_\_\_ )

Alternate #3: Quick Ship Costs for Pad Mounted 12kV Transformer for 8 week delivery, FOB Jobsite.

Add: \_\_\_\_\_ (\$ \_\_\_\_\_ )

Alternate #4: Quick Ship Costs for 3000 A Secondary Switchboard for 8 week delivery, FOB Jobsite.

Add: \_\_\_\_\_ (\$ \_\_\_\_\_ )

Alternate #5A: Provide Temporary Transformer on an emergency basis.

Add: \_\_\_\_\_ (\$ \_\_\_\_\_ )

Alternate #5B: Transformer Rental costs after first month. Price is per month.

Add: \_\_\_\_\_ (\$ \_\_\_\_\_ )

**DHSS- HERMAN HOLLOWAY CAMPUS  
MAIN BUILDING TRANSFORMER REPLACEMENT  
DHSS/DFM PROJECT #: MC3501000024**

**BID FORM**

**NOTES FOR ALTERNATES #2-4:**

- A. If manufacturer does not offer a quick ship program to the time frame identified, list "Not Available" in Alternate Amount.
- B. If equipment can be delivered under the normal delivery schedule in 8 weeks or less, list "\$0.00" in the Alternate Amount.

**UNIT PRICES:** There Are No Unit Prices.

**ALLOWANCE ACKNOWLEDGEMENT:**

We have included an allowance of time in our schedule for the Owner to complete brick stabilization and finishes in the electric room. We also have included an allowance equal to \$10,000 for interior finishes of the electric room. Work to be further identified during construction.

Acknowledged by: \_\_\_\_\_

**SELF-PERFORMING WORK ACKNOWLEDGEMENT:**

Pursuant to Title 29 Chapter 69, 6962(d)(10)b5 we shall complete 50% of the project work with our own forces, exclusive of material, general conditions, profit and overhead.

Acknowledged By: \_\_\_\_\_

**ADDENDA ACKNOWLEDGEMENT:**

I/We acknowledge Addenda numbered 1, \_\_\_\_\_, and the price(s) submitted includes any cost/schedule impact they may have.

**DHSS- HERMAN HOLLOWAY CAMPUS  
MAIN BUILDING TRANSFORMER REPLACEMENT  
DHSS/DFM PROJECT #: MC3501000024**

**BID FORM**

This bid shall remain valid and cannot be withdrawn for 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 120 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
- Bid Security
- Delaware Business License
- Bidders Qualifications

**DHSS- HERMAN HOLLOWAY CAMPUS  
MAIN BUILDING TRANSFORMER REPLACEMENT  
DHSS/DFM PROJECT #: MC3501000024**

**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.**

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City &amp; State)</u>	<u>Subcontractors tax payer ID # or Delaware Business license #</u>
1. <u>Electrical</u>	_____	_____	_____
		_____	_____
2. <u>Concrete pads</u>	_____	_____	_____
		_____	_____
3. <u>Asphalt paving</u>	_____	_____	_____
		_____	_____
4. <u>Doors &amp; Hardware</u>	_____	_____	_____
		_____	_____
5. <u>Fencing</u>	_____	_____	_____
		_____	_____
6. <u>Excavation</u>	_____	_____	_____
		_____	_____
7. _____	_____	_____	_____
		_____	_____

**DHSS- HERMAN HOLLOWAY CAMPUS  
MAIN BUILDING TRANSFORMER REPLACEMENT  
DHSS/DFM PROJECT #: MC3501000024**

**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 **DHSS/DFM CONTRACT NO. MC3501000024** have been thoroughly examined and are understood.

**NAME OF BIDDER:** \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE  
(TYPED):** \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE  
(SIGNATURE):** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**ADDRESS OF BIDDER:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**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.**

**SECTION 01 21 00**  
**ALLOWANCES**

**PART 1 - GENERAL**

1.01 SUMMARY

- A. Section includes administrative and procedural requirements governing allowances.
- B. Types of allowances include the following:
  - 1. Lump-sum allowances.
- C. Related Sections:
  - 1. Division 01 Section "Quality Requirements" for procedures governing the use of allowances for testing and inspecting.

1.02 SELECTION AND PURCHASE

- A. At the earliest practical date after award of the Contract, advise Engineer of the date when final selection and purchase of each product or system described by an allowance must be completed to avoid delaying the Work.
- B. At Engineer's request, obtain proposals for each allowance for use in making final selections. Include recommendations that are relevant to performing the Work.
- C. Purchase products and systems selected by Engineer from the designated supplier.

1.03 SUBMITTALS

- A. Submit proposals for purchase of products or systems included in allowances, in the form specified for Change Orders.
- B. Submit invoices or delivery slips to show actual quantities of materials delivered to the site for use in fulfillment of each allowance.
- C. Submit time sheets and other documentation to show labor time and cost for installation of allowance items that include installation as part of the allowance.
- D. Coordinate and process submittals for allowance items in same manner as for other portions of the Work.

1.04 COORDINATION

- A. Coordinate allowance items with other portions of the Work. Furnish templates as required to coordinate installation.

#### 1.05 LUMP-SUM ALLOWANCES

- A. Allowance shall include cost to Contractor of specific products and materials ordered by Owner or selected by Engineer under allowance and shall include freight and delivery to project site.
- B. Unless otherwise indicated, Contractor's costs for receiving and handling at Project site, labor, installation, overhead and profit, and similar costs related to products and materials selected by Engineer under allowance shall be included as part of the Contract Sum and not part of the allowance.
- C. Unused Materials: Return unused materials purchased under an allowance to manufacturer or supplier for credit to Owner, after installation has been completed and accepted.
  - 1. If requested by Engineer, retain and prepare unused material for storage by Owner. Deliver unused material to Owner's storage space as directed.

#### 1.06 ADJUSTMENT OF ALLOWANCES

- A. Allowance Adjustment: To adjust allowance amounts, prepare a Change Order proposal based on the difference between purchase amount and the allowance.
  - 1. Include installation costs in purchase amount only where indicated as part of the allowance.
  - 2. If requested, prepare explanation and documentation to substantiate distribution of overhead costs and other margins claimed.
  - 3. Submit substantiation of a change in scope of work, if any, claimed in Change Orders related to unit-cost allowances.
  - 4. Owner reserves the right to establish the quantity of work-in-place by independent quantity survey, measure, or count.
- B. Submit claims for increased costs because of a change in scope or nature of the allowance described in the Contract Documents, whether for the purchase order amount or Contractor's handling, labor, installation, overhead, and profit.
  - 1. Do not include Contractor's or subcontractor's indirect expense in the Change Order cost amount unless it is clearly shown that the nature or extent of work has changed from what could have been foreseen from information in the Contract Documents.

2. No change to Contractor's indirect expense is permitted for selection of higher- or lower-priced materials or systems of the same scope and nature as originally indicated.

**PART 2 – PRODUCTS – NOT USED**

**PART 3 - EXECUTION**

3.01 EXAMINATION

- A. Examine products covered by an allowance promptly on delivery for damage or defects. Return damaged or defective products to manufacturer for replacement.

3.02 PREPARATION

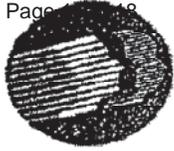
- A. Coordinate materials and their installation for each allowance with related materials and installations to ensure that each allowance item is completely integrated and interfaced with related work.

3.03 SCHEDULE OF ALLOWANCES

- A. Allowance No. 1:

1. Under this allowance, include an amount equal to \$10,000.00 for costs to finish the electric room after the owner completes asbestos abatement and brick restoration of walls. Scope of work to be identified during construction.

**END OF SECTION 01 21 00**



DELAWARE HEALTH AND SOCIAL SERVICES DIVISION OF MANAGEMENT SERVICES

"DMS - Serving Those Who Serve Delaware"

INTERIM LIFE SAFETY MEASURES

- I. The Herman Holloway Campus is a non -smoking campus that houses 2 resident mental patient areas, Kent/Sussex and Mitchell buildings. Patients may be on the grounds or in any of the campus buildings. Anyone working on the Herman Holloway site should be aware that patients are not in uniforms and that the utmost care must be taken in not giving our Clients any lighters, rides or money. All tools must be secure from client access. Please implement the following Interim Life Safety Measures. If you are experiencing any problems or need help, please contact the maintenance office for assistance. Maintenance Phone number is (302) 255-9325
II. Ensuring free and unobstructed exits. Personnel receive additional training when alternative exits are designated. Buildings or areas under construction must maintain escape routes for construction workers at all times. Means of exiting construction areas are inspected daily.
III. Ensuring free and unobstructed access to emergency services and for fire, police, and other emergency forces.
IV. Ensuring fire alarm, detection, and suppression systems are in good working order. A temporary but equivalent system shall be provided when any fire system is impaired. Temporary systems must be inspected and tested monthly.
V. Ensuring temporary construction partitions are smoke tight and built of noncombustible or limited combustible materials that will not contribute to the development or spread of fire.
VI. Providing addition fire-fighting equipment and training personnel in its use.
VII. Prohibiting smoking according to EC/5 throughout the organization's buildings, and in and adjacent to construction areas.
VIII. Developing and enforcing storage, housekeeping, and debris removal packages that reduce the building's flammable and combustible fire load to the lowest feasible level.
IX. Conduction a minimum of two fire drills per shift per quarter.
X. Increasing hazard surveillance of buildings, grounds, and equipment, with special attention to excavations, construction areas, construction storage, and field offices.
XI. Training personnel to compensate for impaired structural or compartmentalization features of fire safety.
XII. Conducting organization wide safety education programs to promote awareness of LSC deficiencies, construction hazards, and ILSM.

Date: \_\_\_\_\_

Company: \_\_\_\_\_

Principal: \_\_\_\_\_

**DRAWING REDACTED**

# TEMPORARY TRANSFORMER NOTES

This Alternate will not be awarded on Bid Day, but will be invoked in the event that the existing transformer fails prior to the completion of the project and issued on an emergency basis.

1. On an Emergency Basis, within a 2 hour response time, provide the following:
2. Temporary 3 Phase, Pad mounted transformer: 750kVA or larger, 12,000 V primary-208Y/120 Secondary.
3. Temporary fiberglass pad
4. 2000A secondary feeders run through the window leading into the electric room and connected to the 208v Switchboard on the load side of the existing dry type transformer. Connected so that the dry type transformer can be removed while the temporary transformer is energized.
5. Primary run to the spare (3rd bay) FPE Switch that currently serves the abandoned 50kVA unit substation in the basement from the pad mounted transformer. This can also be run through the window.
6. A rigid plywood framed enclosure around the primary and secondary services going into the window and attached to the exterior wall to safely protect anyone from coming in contact with the primary and secondary cables.
7. All work to be done at premium time on an emergency basis. If it were to fail, it would probably be while it is loaded the heaviest, during the day, during the week and the contractor would need to work around the clock to install this transformer and complete the work.
8. All costs for breakdown and removal at the end of the rental period.
9. Since we are not sure how long we would need the transformer, please quote a minimum of one month and an additional monthly rental cost as well.

PROJECT: MAIN BUILDING TRANSFORMER REPLACEMENT	DATE: 10/02/2014
AT THE DHSS HERMAN HOLLOWAY CAMPUS	SCALE: AS NOTED
SUBJECT: TEMPORARY TRANSFORMER NOTES	SHEET AFFECTED: E-2
REVISION/ISSUE: ADDENDUM #1	SKETCH NO:
PROJECT NO: 14-1152B	<b>SK-E2</b>