

Addendum #1

Date: July 20, 2018

Project: Northeast State Service Center –
Elevator Modernization

The work herein shall be considered part of the bid documents for the referenced project and carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Acknowledge receipt of addendum on the bid form as indicated.

Clarifications

1. Pre-Bid Meeting Minutes attached.
2. Pre-Bid sign-in sheet attached.
3. Snapcab is a permissible vendor for interior cab finishes.
4. Note to owner that the elevator will be down for 4-6 weeks.
5. Hours of operation for NESSC
 - a. Monday thru Friday 7:30 AM – 7:00 PM (public stops at 5:00PM, cleaning crew until 8:00 PM)
 - b. Saturday 7:30 AM – 1:00PM (no public)
6. It is expected that all work be conducting during normal business hours.
7. Contractor will own hard partition with doors at elevator and elevator machine room in lower level. See sketch SK-A.1
8. Contractor to remove acoustic ceiling tile and grid as required to run electrical from mechanical room to elevator machine room or pit and reinstall upon completion.
9. Contractor to provide floor and wall finish protection as required.

Changes to Specifications

1. Revised subcontractor list based upon discussion at Pre-Bid meeting.
2. Revised allowance form has allowance amount at \$15,000.
3. Revised 01 21 00 – Allowances to also show allowance amount at \$15,000.
4. Revised 01 23 00 – Alternates to show correct number of alternates.

End

Pre Bid Meeting

Date: July 19, 2018

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Elevator Modernization

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General

1. Bids due 2:00pm on August 7th, 2018 at the OMB/DFM office located in the Thomas Collins Building at 540 S. DuPont Highway, Suite 1, 3rd Floor in Dover.
2. The deadline for RFIs to StudioJAED is Thursday, July 31st, 2018 at 4:00 pm.
3. RFI and questions are to be submitted via email to Gabe Cheung and Philip Conte at StudioJAED. cheungg@studiojaed.com contep@studiojaed.com

Pre Bid Meeting Minutes

1. Introductions
2. Review Scope
Project involves the modernization of the elevator at the Northeast State Service Center in Wilmington DE. The scope of work consists of the replacement of elevator equipment with new components in the elevator, elevator machine room, and elevator pit. Also there is work performed at each floor outside the elevator doors. Refer to specifications 14 20 10 Passenger Elevator for more detail of scope
3. Review Bid Form
 - a. Complete forms as presented, do not edit or alter.
 - b. Provide all information requested in full or bid will not be accepted.
 - c. Employee drug testing form is required from general contractor.
 - d. Acknowledge all addendums as individual items.
 - e. Include a copy of your business license, not just a number.
4. Review Sub Contractor List
 - a. Electrical, Plumbing, Elevator (to be updated via addendum)
5. Review Alternates
 - a. Alternate #1: Upgrade interior of elevator cab by replacing wall panels, railing, and flooring (specifications note 3 alternates, not correct, will clarify via addendum #1)
6. Review Allowances
 - a. Allowance: \$15,000 (revised per addendum #1)
7. Prevailing Wage Project
 - a. Rates included in specifications.
8. Schedule
 - a. Anticipate prompt award and commencement after bids are received.
 - b. Substantial completion by end of December.
9. Lay Down Area, Security and Occupancy
 - a. Laydown space is limited and materials will likely need to be brought off-site to the project site.

- b. All immediate areas adjacent to construction will be occupied for the duration of the project by staff. Contractor to provide all measures for pedestrian control and safe occupant passage for project duration.
10. Walkthrough of the project for subcontractors scheduled for July 26, 2018 9AM.
Point of contact for walkthrough is Tim Read.

End

HEADQUARTERS2500 WRANGLE HILL ROAD
FOX RUN OFFICE PLAZA, SUITE 110
BEAR, DE 19701302.832.1652 **PHONE**302.832.1423 **FAX**

ARCHITECTS

ENGINEERS

FACILITIES SOLUTIONS

Project: State of Delaware OMB/DFM
Northeast SSC Elevator Replacement
Project No.: MC3512000011 / 17048
Date: July 19, 2018

**PRE-BID
SIGN IN SHEET****REPRESENTATIVE****FIRM / PHONE / FAX / EMAIL**

- | | | |
|----|------------------------|--|
| 1. | <u>Thomas Palekar</u> | <u>Delaware Elevator</u>
<u>410-749-3489 x2</u>
<u>302-454-0270</u>
<u>tpalekar@delawareelevator.com</u> |
| 2. | <u>Manny Estevez</u> | <u>Wyatt Elevator Company</u>
<u>610-237-6600</u>
<u>610-237-6700</u>
<u>manny.estevez@wyattelevator.com</u> |
| 3. | <u>Stacy Bush</u> | <u>Amakor, Inc.</u>
<u>302-834-8664</u>
<u>302-834-8681</u>
<u>amakor@aol.com</u> |
| 4. | <u>Philip R. Conte</u> | <u>StudioJAED</u>
<u>302-832-1652</u>
<u>302-832-1463</u>
<u>contep@studiojaed.com</u> |
| 5. | <u>Scott Capaldi</u> | <u>Critical Design & Construction</u>
<u>302-588-4406</u>
<u>302-622-9222</u>
<u>sacapaldi@cdaccorp.net</u> |

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**PRE-BID
SIGN IN SHEET**

REPRESENTATIVE	FIRM / PHONE / FAX / EMAIL
6. <u>Tony Ventresca</u>	<u>Ventresca Bros., Inc.</u> <u>302-658-6436</u> <u>302-658-2360</u> <u>tony@ventrescabros.com</u>
7. <u>Lorrie Sonsini</u>	<u>Brandywine Elevator Company</u> <u>302-543-5395</u> <u>302-288-2317</u> <u>lsonsini@brandywineelevator.com</u>
8. <u>Neal Williams</u>	<u>BSS Contractors</u> <u>856-364-8279</u> <u>No Fax</u> <u>bsmith@bsscontractor.com</u>
9. <u>Tim Read</u>	<u>DHSS</u> <u>302-593-7387</u> <u>No Fax</u> <u>timothy.read@state.de.us</u>
10. <u>Lisa Scoon</u>	<u>DHSS</u> <u>302-552-3500</u> <u>No Fax</u> <u>lisa.scoon@state.de.us</u>



HEADQUARTERS

2500 WRANGLE HILL ROAD
FOX RUN OFFICE PLAZA, SUITE 110
BEAR, DE 19701

302.832.1652 PHONE
302.832.1423 FAX

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Northeast SSC Elevator Replacement
Project No.: MC3512000011 / 17048
Date: July 19, 2018

**PRE-BID
SIGN IN SHEET**

REPRESENTATIVE

FIRM / PHONE / FAX / EMAIL

11. Gabe Cheung

StudioJAED

302-832-1652

302-832-1463

cheungg@studiojaed.com

Northeast State Service Center Elevator Modernization
Wilmington, DE

MC3512000011
June 19, 2018

Bid Security
(Others as Required by Project Manuals)

**Elevator Modernization
Northeast State Service Center
1624 Jessup Street; Wilmington, DE 19801
Contract No. MC3512000011**

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.

<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. Plumbing	_____	_____	_____
3. Elevator Installer	_____	_____	_____

MC3512000011
June 19, 2018

Northeast State Service Center Elevator Modernization
Wilmington, DE

ALLOWANCE AUTHORIZATION

Project: Northeast State Service Center Elevator Modernization

Architect: StudioJAED Architects & Engineers

Project No. MC3512000011

Contractor:

AAA No.:

Initiation Date:

The Allowance is allocated as follows:

Allowance No. 1: \$15,000 for General Contingencies and Repairs.

Total original Contract Allowance was: \$15,000.00
Amount of Contract Allowance Access previously authorized: \$
Adjusted Contract Allowance prior to this authorization is: \$
The amount of available Allowance will Decrease by this Access Authorization: \$
The remaining Contract Allowance, after this Access Authorization will be: \$

Recommended by:
Architect

By (Signature): _____

Date: _____

Accepted by:
Contractor

By (Signature): _____

Date: _____

Approved by:
Owner

By (Signature): _____

Date: _____

**SECTION 01 21 00
ALLOWANCES**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Contingency allowance.

1.02 RELATED REQUIREMENTS

- A. Section 01 20 00 - Price and Payment Procedures: Additional payment and modification procedures.

1.03 CONTINGENCY ALLOWANCE

- A. Contractor's costs for products, delivery, installation, labor, insurance, payroll, taxes, bonding, equipment rental, overhead and profit will be included in Change Orders authorizing expenditure of funds from this Contingency Allowance.
- B. Funds will be drawn from the Contingency Allowance only by Change Order.
- C. At closeout of Contract, funds remaining in Contingency Allowance will be credited to Owner by Change Order.

1.04 ALLOWANCES SCHEDULE

- A. The following allowance is set aside for unpredicted scope on the project, to be verified and billed as the project conditions dictate: Sum of \$15,000.00

END OF SECTION

SECTION 01 23 00

ALTERNATES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Description of Alternates.

1.02 RELATED REQUIREMENTS

- A. Document 00 21 13 - Instructions to Bidders: Instructions for preparation of pricing for Alternates.

1.03 ACCEPTANCE OF ALTERNATES

- A. Alternates quoted on Bid Forms will be reviewed and accepted or rejected at Owner's option. Accepted Alternates will be identified in the Owner-Contractor Agreement.
- B. Coordinate related work and modify surrounding work to integrate the Work of each Alternate.

1.04 SCHEDULE OF ALTERNATES

- A. Alternate No. 1 - All labor and material to provide new interior cab finishes including walls, railings, and flooring.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION