



Planning

Architecture

Interior design

Graphic Design

Project Management

# ADDENDUM to CONTRACT DOCUMENTS

**Date:** 8.1.2017

**To:** All Bidders

**From:** Maureen Rozanski, BSA+A

**Copies:** Patrick McKenna, State of DE, DFM  
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Reprographics Center, Inc.

**Project Name:** DHSS Hudson Service Center Renovations

**Project Number:** 16.005

**Subject:** **ADDENDUM 2**

**NOTICE:**

Attention is called to the following item(s), effective as of the date above, which shall be added to, deleted from, or changed in the contract documents dated **June 21, 2017** and any previously issued addenda, thereby incorporating these items into the contract documents.

Attach this Addendum to the project manual for this project. Work or materials not specifically mentioned herein are to be as described in the main body of the specifications and as shown on the drawings. Bidders shall acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject the bidder to disqualification.

The following clarification, changes and/or additions shall by this reference be incorporated into the contract documents as though fully set forth therein.

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**A. GENERAL**

<b>Item No.</b>	<b>Item</b>
<b>A-1</b>	none
<b>A-2</b>	
<b>A-3</b>	

**B. BIDDER QUESTIONS & CLARIFICATIONS**

<b>Item No.</b>	<b>Clarifications:</b>
<b>B-1</b>	None to date

**C. MODIFICATIONS TO DRAWINGS**

<b>Item No.</b>	<b>Description:</b>
<b>C-1</b>	E-111 – Added temporary services (power/raceway) for relocated work station and added power/raceway for wall modification at entry to Reception #250 as indicated on sketch # ESK 003. (see attachments)
<b>C-2</b>	A102 – See revisions bubbled #2 on drawing A102. (see attachments)
<b>C-3</b>	A104 – See revisions bubbled #2 on drawing A104. (see attachments)
<b>C-4</b>	
<b>C-5</b>	

**D. MODIFICATIONS TO SPECIFICATIONS**

<b>Item No.</b>	<b>Description:</b>
<b>D-1</b>	<b>INSERT New:</b> Specification Section 012100 – Allowances (see attachments)

**E. ATTACHMENTS**

<b>Items</b>	<b>Date</b>
ESK003	08.01.17
A102	08.01.17
A104	08.01.17
New Specification Section 012100 - Allowances	08.01.17

**END OF ADDENDUM #1**

**SECTION 012100 - ALLOWANCES**

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 SUMMARY

- A. This Section includes administrative and procedural requirements governing allowances. Certain items are specified in the Contract Documents by allowances. Allowances have been established in lieu of additional requirements due to unknown conditions or to defer selection of actual materials and equipment and/or installation to a later date when additional information is available for evaluation. If necessary, additional requirements will be issued by Change Order.
- B. Types of allowances include the following:
  - 1. Lump-sum allowances.
  - 2. Unit-cost allowances.
  - 3. Quantity allowances.
  - 4. Contingency allowances.
  - 5. Testing and inspecting allowances.
- C. Related Sections include the following:
  - 1. Division 1 Section "Contract Modification Procedures" for procedures for submitting and handling Change Orders for allowances.
  - 2. Division 1 Section "Unit Prices" for procedures for using unit prices.
  - 3. Division 1 Section "Quality Requirements" for procedures governing the use of allowances for testing and inspecting.
  - 4. Divisions 2 through 16 Sections for items of Work covered by allowances.

1.3 SELECTION AND PURCHASE

- A. At the earliest practical date after award of the Contract, advise Architect 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 Architect'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 Architect from the designated supplier.

1.4 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. Coordinate and process submittals for allowance items in same manner as for other portions of the Work.

1.5 COORDINATION

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

1.6 LUMP-SUM ALLOWANCES

- A. Allowance shall include cost to Contractor of specific products and materials selected by Architect or specified herein and shall include taxes, freight, and delivery to Project site.
- B. Related costs for Supervision, field operation and temporary facilities; general overhead; profit; bond premiums; and taxes. costs are part of the Contract Sum.

1.7 TESTING AND INSPECTING ALLOWANCES

- A. Testing and inspecting allowances include the cost of engaging testing agencies, actual tests and inspections, and reporting results.
- B. The allowance does not include incidental labor required to assist the testing agency or costs for retesting if previous tests and inspections result in failure. The cost for incidental labor to assist the testing agency shall be included in the Contract Sum.
- C. Costs of services not required by the Contract Documents are not included in the allowance.
- D. At Project closeout, credit unused amounts remaining in the testing and inspecting allowance to Owner by Change Order.

1.8 UNUSED MATERIALS

- A. 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 Architect, prepare unused material for storage by Owner when it is not economically practical to return the material for credit. If directed by Architect, deliver

unused material to Owner's storage space. Otherwise, disposal of unused material is Contractor's responsibility.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

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

3.2 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.

3.3 SCHEDULE OF ALLOWANCES

- A. **Allowance No. 1 - \$23,000.** Include in base bid an allowance for Security.
- B. **Allowance No. 2 - \$10,000.** Include in base bid an allowance for Phone & Data.
- C. **Allowance No. 3 - \$9,000.** Include in base bid an allowance for Fire Alarm.
- D. **Allowance No. 4 - \$20,000.** Include in base bid an allowance for FFE.
- E.

END OF SECTION 012100