



## **R G Architects, LLC**

200 West Main Street  
Middletown, DE 19709  
302.376.8100  
302.376.9851 fax  
www.rgarchitects.net

RGA No. 17026  
7 March 2018

### **ADDENDUM NO. 1**

STATE OF DELAWARE OMB/DFM  
**OMB/DFM Contract No. MC3701000067**  
Ferris School Drainage/Waterproofing  
1825 Falkland Rd.  
Wilmington, DE 19901

R G Architects  
200 West Main Street  
Middletown, DE 19709  
Phone: 302-376-8100 (phone)  
Fax: 302-376-9851 (fax)  
Email: chris@rgarchitects.net

BIDS DUE:

**Thursday, March 22, 2018 at 1:30 p.m.**

LOCATION:

**THOMAS COLLINS BUILDING  
Division of Facilities Management Office  
540 S. DuPont Highway, Suite 1 (Third Floor)  
Dover, Delaware 19901  
Attn: Robert Robinson**

### **NOTICE TO ALL BIDDERS**

#### **1.0 GENERAL NOTES:**

- 1.1 Bidders are hereby notified that this Addendum shall be and hereby becomes part of their Contract Documents, and shall be attached to the Project Manual for this project.
- 1.2 The following items are intended to revise and clarify the Drawings and Project Manual, and shall be included by the Bidder in their proposal.
- 1.3 Bidders shall verify that their Sub-bidders are in full receipt of the information contained herein.
- 1.4 A copy of the current bid set register is available upon request indicating individuals that have purchased project documents from R G architects.
- 1.5 The pre-bid sign-in sheet, along with Addendum #1, is being sent as a courtesy to all pre-bid meeting attendees; however, all future addenda will only be issued to registered plan holders.
- 1.6 All addenda will be sent out to the registered plan holders via email (or fax). Contractors are encouraged to keep an eye on their email accounts during the bidding period for such updates.

**2.0     PREBID MEETING:**

2.1     A Prebid Meeting was held on Wednesday, March 7, 2018 at 10:00 a.m. at the Ferris Maintenance Shop at the DSCYF Campus. The following items were reviewed:

- A.     Project Description: A brief overview of the Project was discussed. An overall review of the construction drawings was presented. No changes to the scope of work at this time.
- B.     Project Schedule: On site construction commencement is anticipated to begin upon future notice to proceed.
- C.     Bid schedule is as follows:
  - 1.       The bids are due by **1:30 p.m. on Thursday, March 22, 2018.**
  - 2.       Substitution requests will be received until **4:00 p.m. on Monday, March 12, 2018.**  
Instructions for requesting substitutions are very specific and are contained in the project manual. If the contractor does not follow the processes it is automatic grounds for rejection.
  - 3.       **Questions regarding the bid documents will be received until 2:00 p.m. on Friday, March 16, 2018.**  
All questions **must** be submitted **in writing** (via fax or mail, addressed to Jerry Rozanski, Jerry@rgarchitects.net) to R G Architects. Neither R G Architects or the Owner will answer questions verbally.
  - 4.       The last day for addenda to be issued, if required, shall be **Saturday, March 17, 2018.**
- D.     The project will require the contractors to utilize the State of Delaware Prevailing wage rates which are in the project manual.
- E.     Liquidated damages: Liquidated damages are not in this contract. However, a written contract is and all conditions of that contract will be enforced as spelled out in the contract documents.
- F.     Substitutions: If a specification lists one product manufacturer as well as listing “or equal”, the contractor is not obligated to submit for substitution prior to bid for that item. However, the contractor will still be responsible to meet the requirements of that product during the review process as per the specifications. If the product substituted as an equal does not meet ALL of the requirements of the specifications, as determined by the Architect, the Contractor is obligated to provide the specified product at no additional cost to the project.
- G.     Subcontractors List:
  - 1.       The subcontractors list noted on the bid form in the project manual was reviewed and agreed upon.
  - 2.       The General Contractor may NOT list more than one subcontractor for a discipline on the subcontractor’s list.

3. On the Subcontractors List, the General Contractor must list the subcontractor that is providing the labor for 100% of the work in that category and as is required by the laws of Title 29.
- A. Bidders were reminded to fill out the Bid Form completely & to not leave any areas to be filled out blank. The sub-contractor list is to be also completed including a current Delaware Business License number. Bidders are to also list the Addenda issued. If five (5) Addenda was issued the Bid Form must note "1.2.3.4 & 5". Bid forms noting "1-5" will not be accepted. Bidders were also reminded to have the "Affidavit of Employees Drug Testing Program" form as part of their Bid.
- B. Drug Testing Policy: RGA reviewed the new Drug Testing Policy in place by State of Delaware. Contractors are to reference the Project Manual for additional policy procedures and Drug Testing Report Forms.
- C. DOC Security Clearance forms will NOT be required for this project.
- D. DMSS Staff reminded everyone that smoking is NOT permitted ANYWHERE on the DSCYF (Ferris) campus. Contractors must leave the property to smoke during construction.
- E. Contractors are reminded to follow the posted speed limits on the property. Bathrooms will not be available during exterior construction and Porta-potties will be required to be supplied by the contractor. During interior work, bathrooms will be available.
- F. Project Site walk-through

Bidders who wish to tour the project site may attend an unguided walk through on the following date and time:

**Tuesday, March 13, 2018 at 9:00 a.m. Meet at the Ferris School Main Entrance below the large yellow flag pole.**

### **3.0 Revisions to the SPECIFICATIONS**

- 3.1 00 41 13 BID FORM – A revised bid form is attached.

### **4.0 Revisions to the DRAWINGS**

- 4.1 Not at this time

### **5.0 Questions**

- 5.1 Question – Is there asbestos or hazardous materials on the project?
  - 5.1.1 Answer – Harvard Environmental is working on a report. If hazardous materials are encountered, the State will remediate them.
- 5.2 Question – Will the exterior fence need to be made secure after work each night?
  - 5.2.1 Answer – No it will not.

5.3 Question – Is there a place to store a gang box on site?

5.3.1 Answer – Yes, a gang box can be stored at the Ferris school loading dock area..

5.4 Question – Can cell phones be used by contractors on site?

5.4.1 Answer – Yes.

5.5 Question – What are the proposed working hours?

5.5.1 Answer – The exterior work can start at 8:00am and be done until any time. The interior work should be from 8:00am until 3:30pm.

**6.0 ATTACHMENT LIST:**

- A. Pre Bid Sign-In Sheet
- B. Bid Register
- C. 00 41 13 BID FORM

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200 West Main Street  
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PREBID MEETING SIGN-IN  
DSCYF DHSS Ferris School Drainage/Water Proofing  
State of Delaware  
MC3701000067  
RG 17026  
Facilities Management Office, Thomas Collins Building  
540 S. DuPont Highway, Suite 1 (Third Floor)  
Dover, DE 19901



Name	Company	Telephone	Email
1 Tony Ventresca	Ventresca Bros., Inc.	302-658-6436	tony@ventrescabros.com
2 Ryan Jackson	Amaker Inc	302-834-8664	Amaker@Aol.com
3 MICHAEL J. ROSAIO	COMMONWEALTH	302-652-6611	BROOKTHCITSCOMMONWEALTH.COM
4 ANDY BAKER	SCHLOSSER ASSA.	302 738-7333	ABAKER SA@HOTMAIL.COM
5 Robert Robinson	OMB/DEM	302-943-9408	Robert.Robinson@State.DE.US
6 Frank Masset	DSCYF/DMS	993-4880	Frank.Masset@State.DE.US
7 GORL HANPT	" "	" "	G. Hanpt@State.DE.US
8 MICHAEL BARONE	" "	302 304-0365	MICHAEL BARONE@STATE. US
9 CHUCK BORING	" "	302-824-0215	CHARLES BORING@STATE. DE. US
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PLEASE PRINT CLEARLY

State of Delaware  
DSCYF DHSS Ferris School Drainage/Water Proofing  
MC3701000067 RG 17026

Bids Due: Thursday, March 22, 2018 at 1:30 p.m.

Facilities Management Office, Thomas Collins Building  
540 S. DuPont Highway, Suite 1 (Third Floor)  
Dover, DE 19901

\$ 100.00 per HARD Copy set, \$50 Per Electronic PDF set



BID DOCUMENTS REGISTER

PLEASE PRINT CLEARLY

#01	<p>Name of Company: <u>SCHLOSSER AND ASSOCIATES INC.</u></p> <p>Physical Address: _____ City, State: _____</p> <p>Contact: <u>ANDY BAKER</u> GC: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>EMAIL: <u>ABAKER@HOTMAIL.COM</u></p> <p>Fax: <u>302 738-5697</u></p> <p>Phone: <u>302 738-7333</u> Date: <u>3/7/18</u> <i>need check</i></p>
#02	<p>Name of Company: <u>COMMONWEALTH CONSTRUCTION CORP.</u></p> <p>Physical Address: <u>2317 PENNSYLVANIA AVE</u> City, State: <u>WILMINGTON DE 19806</u></p> <p>Contact: <u>BILL BOOTH</u> GC: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>EMAIL: <u>BBOOTH@COMMONWEALTH.COM</u></p> <p>Fax: <u>302-654-2604</u></p> <p>Phone: <u>302-654-6611</u> Date: <u>03/07/2018</u> <i>need check</i></p>
#03	<p>Name of Company: <u>AMAKER INC</u></p> <p>Physical Address: <u>72 CLINTON ST</u> City, State: <u>DELAWARE CITY DE 19706</u></p> <p>Contact: <u>RYAN JACKSON</u> GC: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>EMAIL: <u>AMAKER@AOL.COM</u></p> <p>Fax: <u>302-834-8681</u></p> <p>Phone: <u>302-834-8664</u> Date: <u>3/7/18</u> <i>need check</i></p>
#04	<p>Name of Company: _____</p> <p>Physical Address: _____ City, State: _____</p> <p>Contact: _____ GC: <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>EMAIL: _____</p> <p>Fax: _____</p> <p>Phone: _____ Date: _____</p>

## FERRIS SCHOOL DRAINAGE/WATER PROOFING

**MC3701000067**

# BID FORM

**For Bids due: March 22, 2018 @ 1:30 p.m.**

**To:** OMB/DFM  
Thomas Collins Building  
540 S. DuPont Highway, Suite 1 (3rd Floor)  
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:

\$ \_\_\_\_\_  
(\$ \_\_\_\_\_)

## 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: Remove Paint work of doors, HM frames and interior face of window frame.\_\_\_\_\_

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

ALTERNATE No. 2: Remove Stair painting work and new rubber treads replacement work. \_\_\_\_\_

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

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**FERRIS SCHOOL DRAINAGE/WATER PROOFING****MC3701000067****BID FORM****UNIT PRICES**

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

	<b><u>ADD</u></b>	<b><u>DEDUCT</u></b>
UNIT PRICE No. 1: Interior Paint work (SF) _____	\$ _____	\$ _____
UNIT PRICE No. 2: Replace of VCT (SF) _____	\$ _____	\$ _____

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**FERRIS SCHOOL DRAINAGE/WATER PROOFING****MC3701000067****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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FERRIS SCHOOL DRAINAGE/WATER PROOFING

MC3701000067

**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 &amp; State)</u>	<u>Subcontractors tax payer ID # or Delaware Business license #</u>
1. Site Contractor			
2. Waterproofing Contractor			
3.			
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FERRIS SCHOOL DRAINAGE/WATER PROOFINGMC3701000067BID FORMNON-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:

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---

---

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.**

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