



## **R G Architects, LLC**

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

RG A No. 18005  
27 June 2018

### **ADDENDUM NO. 1**

STATE OF DELAWARE OMB/DFM  
DSCYF Detention Center Furniture -  
Replacement & Finish Renovations  
959 Centre 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: jim@rgarchitects.net

BIDS DUE:

**Wednesday, July 11, 2018 at 1:00 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.

**ADDENDUM # 1****2.0 PREBID MEETING:**

- 2.1 A Mandatory Prebid Meeting was held on Tuesday, June 26, 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. 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 **1:00 p.m. on Wednesday, July 11, 2018.**
    - 2. Substitution requests will be received until **4:00 p.m. on Monday, July 2, 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, July 6, 2018.**  
All questions **must** be submitted **in writing** (via fax or mail, addressed to Jim Ament, jim@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, **Friday, July 6, 2018.**
  - D. The project requires the contractors to utilize the State of Delaware Prevailing wage rates.
  - E. 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.
  - F. 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.
  - G. Furniture Basis of Design: **The Basis of Design for the specified furniture is “Norix Furniture”. Norix Furniture is identified as a sole source product for the project. However, another Furniture manufacturer, Cortech USA, is a possible accepted substitute manufacturer, pending they meet or exceed project specifications as well as the schedule as outlined in the contract documents. If the Contractor would like to provide a Bid utilizing Cortech, they should provide a substitution request as outlined in the specifications.**
  - H. Substitutions: If a specification lists one product manufacturer as well as listing

**ADDENDUM # 1**

“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.

- I. Construction Schedule: Approximate construction duration was noted as eight weeks. The contractor is to have two units of furniture on site at a time. Install one unit & one unit in storage on site. Storage on site will be provided by DSCYF. Location to be coordinated with DSCYF. The furniture manufacturer has agreed to stage deliveries accordingly. A unit was identified as 1 resident unit pod as identified on the contract documents – Units A, B, C, D, E & F.
- J. 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.
- K. 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.
- L. DOC Security Clearance forms will NOT be required for this project.
- M. DSCYF Staff reminded everyone that smoking is NOT permitted ANYWHERE on the DSCYF (Ferris) campus. Contractors must leave the property to smoke during construction.
- N. Contractors are reminded to follow the posted speed limits on the property. Bathrooms are available on-site during construction. Porta-potties supplied by the contractor are allowed pending coordination with DSCYF. Any photos taken on site are to not have any kids in the photos. Construction dumpsters can be on site. Location to be coordinated with DSCYF.
- O. Hours for construction are 8:00am to 4:00pm daily. Construction crews will be escorted in & out of project site. Project site will be secured daily.
- P. Site Contacts for DSCYF: Chuck Boring 302-824-0215 & Frank Masset 302-685-7102.
- Q. Project Site walk-through occurred following the pre-bid meeting.  
**Follow up site visit: Bidders who wish to tour the construction site after the Prebid meeting may do so at the follow up site visit on Thursday, July 5, 2018 @ 1:00pm.**

**3.0 Revisions to the SPECIFICATIONS**

- 3.1 01 35 54a – SECURITY CLEARANCE APPLICATION DOC 2016; Remove specification section.

**4.0 Revisions to the DRAWINGS**

- 4.1 None

**5.0 Questions**

- 5.1 Question – Will the new EVT flooring require polishing?
  - 5.1.1 Answer – The floor is to be polished. Final cleaning & polishing to be coordinated with DSCYF.

**6.0 ATTACHMENT LIST:**

- A. Pre Bid Sign-In Sheet
- B. Bid Register

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June 26, 2018

**PREBID MEETING SIGN-IN**  
 OMB/DFM Contract # MC3705000065  
**DSCYF - Detention Center - Furniture Replacement & Finish**  
**Renovations**

Name	Company	Telephone	Email
1			
2	Martha White	EDIS	302 421 5700 *mwhite@ediscompany.com
3	RICK KOSTES	AMADOR	302-834-8664 AMADORFAC.COM
4	Mark Brennan	Brennans Office Int. Moduform - Signature Systems XI.112	302-325-8190 mbrennan@brennansoi.com
5	Tony Reynolds	Kent Construction	302-653-6409 Tony@kentconstructionco.com
6	JOHN ROZICH	HARBOR STONE CONSTRUCTION	610-467-0872 jrozich@harborstonecc.com
7			
8			*pfignudo@ediscompany.com
9	Frank Masset	DSCYF	685-7102 Frank.Masset@state.de.us
10	MICHAEL BARONE	DSCYF	304-0365 MICHAEL.BARONE@STATE.DE.US
11	Earl Boring	??	892-6483 J. Boring @ atty. de. us
12	CHUCK BORING	DSCYF	824-0215 CHARLES.BORING@STATE.DE.US
13	Robert Robinson	OMB/DFM	743-9406 robert.j.robinson@state.de.us
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PLEASE PRINT CLEARLY

OMB/DFM Contract # MC3705000065  
DSCYF - Furniture Replacement & Finish Renovations



RGA # 18005

Bids Due: **Wednesday, July 11, 2018**  
Thomas Collins Building, Suite 1 (Third Floor)  
540 South DuPont Highway  
Dover, DE 19901

BID DOCUMENTS REGISTER

PLEASE PRINT CLEARLY

<b>#05</b>	Name of Company: <u>HARBOR STONE CONSTRUCTION</u>		
	Physical Address: <u>100 ELIZABETH WAY</u>		
	City, State: <u>OXFORD, PA</u>		
	Contact: <u>JOHN ROZICH</u>	GC: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
	EMAIL: <u>jrzech@harborstonecc.com</u>		
	Fax: <u>610 467 0696</u>		
	Phone: <u>610 467 0872</u>	Date: <u>06-26-18</u>	
<b>#06</b>	Name of Company: <u>Kent Construction</u>		
	Physical Address: <u>2 Big Oak Road</u>		
	City, State: <u>Smeyers DE 19977</u>		
	Contact: <u>Tony Reynolds</u>	GC: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
	EMAIL: <u>Tony@kentconstructionco.com</u>		
	Fax: _____		
	Phone: <u>302-653-6469</u>	Date: <u>06-26-18</u>	
<b>#07</b>	Name of Company: <u>AMAKOR, Inc.</u>		
	Physical Address: <u>72 CLINTON STREET, P.O. Box 636</u>		
	City, State: <u>DELAWARE CITY, DE 19706</u>		
	Contact: <u>STEVE SERBU</u>	GC: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
	EMAIL: <u>amakor@aol.com</u>		
	Fax: <u>302-834-8681</u>		
	Phone: <u>302-834-8664</u>	Date: <u>6-26-18</u>	
<b>#08</b>	Name of Company: _____		
	Physical Address: _____		
	City, State: _____		
	Contact: _____	GC: <input type="checkbox"/> YES <input type="checkbox"/> NO	
	EMAIL: _____		
	Fax: _____		
	Phone: _____	Date: _____	