



Addendum #01

Domestic Hot Water Generation and Storage System Replacement
Main Building, Pre-Trial & Ad-Seg Housing Unit
Delores J. Baylor Women's Correctional Institution
New Castle, Delaware
Tt Project No.: 200-26912-14002
OMB/DFM/DOC Contract No: MC3804000065

Addendum No. 01
to
Drawings and Project Manual

September 4, 2015

To: ALL BIDDERS

This ADDENDUM forms a part of the BIDDING AND CONTRACT DOCUMENTS and modifies the following documents:
Original DRAWINGS dated September 1, 2015,
PROJECT MANUAL dated August 18, 2015.

Acknowledge receipt of the ADDENDUM in the space provided on the FORM OF PROPOSAL

This ADDENDUM consists of one (1) page and attachments:

CHANGES TO PROJECT MANUAL

- 1.1 Spec Section 00 11 13 Advertisement for Bid: **CHANGE** the time the bids are due from "2:00 pm" to "3:30 pm". Same day, same location.
- 1.2 Spec Section 00 22 13a; Additional Instructions to Bidders:
 - A. Article 1.02; Qualifications of Bidders, Paragraph B; **CHANGE** "Sussex County" to read "New Castle County". The project is in New Castle County.
 - B. Article 1.06; Representation of Bidders; **DELETE** Paragraph B in its entirety. There will be one (1) Site Visit, currently scheduled for Thursday, September 17, 2015 at 10:00 a.m. Contractors must submit their background checks by Friday, September 4, 2015, COB.
- 1.3 Spec Section 00 41 13; Bid Form; **DELETE** the "Unit Price". There is not a Unit Price for DDC/ATC Controls.
- 1.4 Spec Section 00 82 13; Additional General Contracting Requirements: Article 1.17; As-Built Drawings.
 - A. Paragraph C: **CHANGE** "AutoCADD 2006/2010 CD's" to read "AutoCADD 2010/2014 CD's".
 - B. Paragraph D: **CHANGE** "AutoCADD 2006/2010 CD's" to read "AutoCADD 2010/2014 CD's".
- 1.5 Spec Section 01 35 53; Security Procedures; **DELETE** the 2nd Daily Contractor Tool & Equipment Inventory Form in its entirety.

- 1.6 Spec Section 01 77 00; Closeout Procedures; Article 1.6, project Record Documents; Paragraph B, Record Drawings, Subparagraph 2; **CHANGE** “AutoCADD 2006 to 2010 format” to read “AutoCADD 2010 to 2014 format”.

CHANGES TO DRAWINGS

- 1.3 None to date

ATTACHMENTS

Pre-Bid Sign in Sheet
Pre-Bid Meeting Report
Bid Register (Plan Holder List)

END OF ADDENDUM 01

Pre-Bid Meeting Record

Meeting Date: Tuesday, September 1, 2015, @ 10:00 a.m.

Publication Date: September 4, 2015

Prepared By: Scott D. Parlow, P.E.

Tt Project No.: 200-26912-14002

Regarding: Domestic Hot Water Generation and Storage System Replacement
Delores J. Baylor Women's Correctional Institution
Main Building, Pre-Trial and Ad-Seg Housing Units
New Castle, Delaware
OMB/DFM/DOC Contract No: MC3804000065

Attendees

Michael McDaniel	C + D Contractors	302-764-8013	kvandegrift.cd@verizon.net
Chip Gruber	Schlosser & Associates, Inc.	302-738-7333	cjgruber@hotmail.com
Rich Laird	Diamond State Engineering, Inc.	302-697-7694	estimator@diamondstateengineering.com
Rob Rettig	Merit Mechanical	302-366-8601	TRettig@meritmec.com
David Ragolia	Cherokee Nation Construction Services, Inc.	302-883-3104	David.ragolia@cherokee-cncc.com
Bill McLaughlin	EmJay Engineering & Construction Co., Inc.	410-298-2000	MclaughlinB@emjaycons.com
Scott Capaldi	Critical Design and Construction, Corp.	302-588-4406	SACapaldi@cdaccorp.net
Scott D. Parlow PE	Tetra Tech, Inc.	302-738-7551	scott.parlow@tetratedch.com

Additional Distribution

Kerry Wareham	OMB/DFM/DOC Project Manager	302-739-5644	kerry.wareham@state.de.us
Eric Smeltzer	DOC Capital Programs Admin	302-857-5261	eric.smeltzer@state.de.us
Greg Christian	DOC Facilities Maint. Manager	302-739-5601	greg.christian@state.de.us
Steve Brown	DJBWCI Maintenance Superintendent	302-577-3004	steven.brown@state.de.us
Karen Chenevert	Dodge Data & Analytics	225-752-6013	karen.chenevert@mhfi.com

Item Number

Item

1. A Mandatory Pre-Bid Meeting for the above referenced project was held in the large conference room at the Division of Facilities Management Headquarters, 3rd Floor, Suite 1 of the Thomas Collins Building in Dover, Delaware on Tuesday, September 1, 2015 at 10:00 am. Those in attendance are noted above.

2. Sealed bids for this project will be received by the State of Delaware, Office of Management & Budget, Division of Facilities Management, in the reception area of DFM at the Thomas Collins Building, 540 South DuPont Highway, Dover, Delaware, until 3:30 p.m. local time on Thursday, October 1, 2015, at which time they will be publically opened, read aloud, and recorded. Bidders bear the risk of late delivery. Any bids received after the stated time will be returned unopened.
3. This is a mandatory Pre-Bid Meeting and Prime Bidders are limited to those in attendance.
4. A Site Walk Through has been scheduled for Thursday, September 17, 2105 at 10:00 am at the site. Contractors shall meet at the Main Gatehouse of the Facility.
5. Contractors must submit background checks for those employees that wish to attend the Site Walk through. Email the forms to Steve Brown at Steven.brown@state.de.us by end of business on Friday, September 4, 2015.
6. For further bidding information relating to the bid and signature forms, the Contractors are directed to contact Kerry Wareham, OMB/DFM/DOC Project Manager at kerry.wareham@state.de.us.
7. The Wage Rates for this project shall be as determined by the Delaware Department of Labor and Division of Industrial Affairs for New Castle County. A certified copy has been included in the Project Manual. However, Contractors are responsible to contact the Delaware Department of Labor to receive verification of the most current Wage Rate Scale.
8. A general review of the Project Manual was performed. The following specification sections were reviewed.

<u>Section</u>	<u>Article</u>	<u>Title</u>
00 11 13	--	Advertisement for Bids
00 21 13	1.1	Definitions
	1.10	Addenda
	2.0	Bidder's Representation
	2.1	Pre-Bid Meeting
	3.0	Bidding Documents
	3.1	Copies of Bid Documents
	3.2	Interpretation or Correction of Bidding Documents
	3.3	Substitutions
	3.4	Addenda
	4.0	Bidding Procedures
	4.1	Preparation of Bids
	4.2	Bid Security
	4.3	Subcontractor List
	4.5	Prevailing Wage Requirements
	4.6	Submission of Bids
	7.0	Performance Bond & Payment Bond
	7.1	Bond Requirements
00 22 13a	1.02	Qualification of Bidders
	1.05	Contract Time
	1.06	Representation of Bidders
	1.07	Interpretations
	1.08	Substitutions
	1.10	Start of Work
	1.12	Cost of Contract Documents
00 41 13	--	Bid Form
		Bid Bond Form

00 52 13	AIA 101-2007	Standard Form of Agreement Between Owner & Contractor
00 61 13.13	--	Performance Bond Form
00 61 13.16	--	Payment Bond Form
00 62 76	AIA G-702	Application & Certification for Payment
	AIA G-703	Continuation Sheet
	AIA G-701	Change Order Form
	AIA G-704	Certificate of Substantial Completion
	AIA G-706	Contractor's Affidavit of Payment of Debt and Claims
	AIA G-706A	Contractor's Affidavit of Release of Liens
	AIA G-707	Consent of Surety to Final Payment
00 72 13	AIA 201-2007	General Conditions for the Contract for Construction
00 73 13	1.1	Basic Definitions
	1.2	Correlation and Intent of the Contract Documents
	3.1	Contractor- Schedule of Values
	3.5	Warranty
	3.11	Documents and Samples at the Site
	9.2	Schedule of Values
00 73 46	--	State of Delaware Wage Rate Schedule
00 81 13	7.0	Changes in the Work
00 82 13a	1.1	Additional General Contracting Requirements-General
	1.3	Work Included
	1.4	Work Not Included
	1.5	Security
	1.7	Drawings and Specifications
	1.8	Continuity of Services
	1.10	Responsibility for Damage and Care of State Property.
	1.16	Guarantee
	1.17	As-Built Drawings
01 10 00	1.0	Summary – General
	1.8	Owner's Occupancy Requirements
01 12 00	1.0	Allowances – General
	1.3	Contingency Allowance
	3.1	Schedule of Allowances
01 31 00	1.0	Project Management and Coordination – General
	1.5	Project Meetings
01 31 20	1.0	Payroll Reports – General
	1.4	Payroll Reports
01 33 00	1.1	Submittal Procedures – General
	1.4	Submittal Schedule
	2.2	Electronic Submittal Procedures
	2.3	Non-Electronic Submittal Procedure
01 35 53	1.00	Security Procedures – General
	1.04	Entry Control
	1.05	Personnel Identification and Background Check
	1.06	General Requirements
	1.07	Special Requirements

	1.08	Site Security
	1.10	Responsibilities for Damage and Care of State Property
	4.01	Contractor Tool and Equipment Inventory
01 74 19	1.0	Construction Waste Management – General
	1.3	Submittals
	1.6	Waste Management Plan
01 77 00	1.0	Closeout Procedures-General
	1.3	Substantial Completion
	1.4	Final Completion
	1.5	List of Incomplete Items
	1.6	Project Record Documents
	3.3	Summary of Closeout Documents
22 11 16	1.0	Domestic Water Piping – General
	3.10	Cleaning
22 11 23	1.0	Domestic Water Pumps – General
	2.1	In-Line Sealless Centrifugal Pumps
22 12 23	1.0	Facility Indoor Portable-Water Storage Tanks – General
	2.1	Insulated, Steel, Portable-Water Storage Tanks
22 35 00	1.0	Domestic Water Heater – General
	2.1	Circulating, Domestic-Water Boiler/Heat Exchangers
	2.1.8	Boiler Control System
23 00 00	1.0	General Requirements Mechanical/Electrical – General
	1.6	Project Record Document
	1.10	Continuity of Service (Shut down & Notification)
	1.14	Overtime – Work
	1.15	Instruction to Owner's Personnel
	1.16	Operating & Maintenance Instructions
	1.17	Guarantee
23 09 38	1.0	DDC Controls for HVAC Equipment-Sequence of Operation-General
	2.0	Products-General
23 09 38	1.0	Hydronic Piping – General
	3.8	Chemical Treatment

9. Only plan holders who purchased bid document sets from Tetra Tech will receive ADDENDA.

10. The following items were discussed in greater detail.

- A. Contractors may copy the Bid Form; submit in triplicate (three (3) copies).
- B. Contractors shall identify the time of construction in their Bid Form. It is the intent of the project to be completed within six (6) months.
- C. All discrepancies, questions or requests for clarifications or interpretations must be submitted to the Engineers office at least seven (7) days prior to bid due date (Thursday, September 24, 2015 by COB).
- D. Requests for Substitutions must be submitted to the Engineer's Office at least ten (10) days prior to the bid due date (Monday, September 21, 2015 COB)

- E. Contractor must list themselves as the Subcontractor for all work which they propose to accomplish.
- F. It was noted that for this Public Works Contracts, the Prime Contractor must perform at least 10% of the total bid price with their own forces, exclusive of administrative costs, purchasing of equipment, overhead or profit.
- G. A Bid Security, in the amount of ten percent (10%) of the total amount of the Base Bid plus all additive alternates is required. As of now, there are no Alternates.
- H. Temporary utilities are required on this project.
- I. Facility restrooms are not available. Port-O-Sans will be required.
- J. Contractors shall submit a list of all proposed workers stating their social security number, driver's license number, age, sex, race and date of birth. List shall be used for a background check and shall be submitted at the Pre-Construction Meeting prior to the start of construction. Same applies to all Subcontractors.
- K. Normal working hours are between 7:00 a.m. to 3:00 p.m., Monday thru Friday. Additional hours must be arranged in advance. Contractors must enter the Facility at 7:00 am and be ready to exit the Facility by 2:45 pm.
- L. No mingling with inmates. This is especially important as this is an all-female institution.
- M. Contractors shall not bring glass or metal containers into the Facility. Plastic Only.
- N. Contractors are required to sign in at the Main Entrance each morning before driving through the gate. All Contractors shall enter and leave as a group with an escort (Maintenance Personnel or Correctional Officer). Allow 30 minutes to one (1) hour to enter or leave the Facility.
- O. Gang boxes will be allowed to be stored in designated areas at the job site.
- P. A list of tools must be supplied with each truck and/or gang box. Inventory shall be taken by the Contractors at the end of each work day. Correctional Officers reserve the right to inspect and inventory all trucks. Report all missing tools immediately. Leave all unnecessary tools at the shop.
- Q. Trucks should be kept clean. Trash within the vehicle could increase the amount of time it takes the Correctional Officers to inspect the vehicles.
- R. All vehicles and tool boxes shall be locked at all times.
- S. Proper construction clothing is required. Short pants, open-toed shoes, and/or bare chests are not permitted.
- T. No dumping will be allowed on the project site. Trash, debris and waste must be removed from the compound daily and from the site as required or directed. Dumpster location to be coordinated at the Pre-Construction Meeting.
- U. The successful Contractor must submit certified weekly payroll receipts directly to the Delaware Department of Labor as required.
- V. Employee/Contractor/Subcontractor lunch breaks during normal working hours shall occur at the job site.
- W. Cells phones, if allowed, cannot have cameras in them. Special/written permission will be required for the Job Foreman to carry a cell phone or a lap top.
- X. The State of Delaware Front End Specifications requires a two (2) year Warranty and Guarantee Period after acceptance by the Owner.

- Y. Under the State of Delaware Front End Specifications, the Performance and Labor & Material Payment Bonds shall be maintained in full force (warranty bond) for a period of two (2) years after the date of the Certificate for Final Payment.
 - Z. Contractors are responsible for all permits.
11. The Project Manual was reviewed in further detail. The following items were discussed:
- A. No Addenda will be issued later than four (4) days prior to the date for receipt of Bids except an Addendum withdrawing the request for Bids or one which extends the time or changes the location for the opening of bids.
 - B. Each Bidder shall ascertain prior to submitting their Bid that they have received all Addenda issued, and shall acknowledge their receipt in the Bid in the appropriate space.
 - C. The Schedule of Values shall include a line item for the submission of the Project Closeout Documents. The value of this item shall be no less than 1% of the initial contract amount.
 - D. All utility shutdowns must be coordinated with DOC Maintenance.
 - E. Contract time was discussed. Project must be completed within six (6) months.
 - F. Contractors were advised that only limited movement will be permitted while inside the compound.
12. The drawings were generally reviewed to present the intent of the Contract Documents. The following items were discussed in greater detail:
- A. All sheets were reviewed and briefly discussed.
 - B. Temporary Domestic Hot Water needs to be provided throughout the project. Potential locations for a trailer mounted system were reviewed.
 - C. It appears that one boiler burner will have to be removed in order to bring the storage tanks into the building.
13. A Site Review of the work area was not performed.
- A. A site visit has been scheduled for Thursday, September 17, 2015 at 10:00am.
 - B. Background checks must be submitted to Steve Brown at steven.brown@state.de.us by April 20, 2015.
14. Job Site Requirements
- A. All sheets were reviewed and briefly discussed.
 - B. Temporary Domestic Hot Water needs to be provided throughout the project. Potential locations for a trailer mounted system were reviewed.
 - C. It appears that one boiler burner will have to be removed in order to bring the storage tanks into the building.

End of Pre-Bid Meeting Report

P:\16096\143-16096-12003\ProjMgmt\Meetings\d.JobConstruction Meeting\16096-12003 Prebid Meeting Report.doc

**Domestic Hot Water Boiler Replacement
Baylor Women's Correctional Institution**

26912-14002

Bids Due: **2:00 p.m., October 1, 2015**
Thomas Collins Building
540 South Dupont Highway, Suite 100 (3rd Floor)
Dover, DE 19901

**REGISTER OF BID DOCUMENTS
PLEASE PRINT CLEARLY**

\$ 100.00 per set

#01	Name of Company: <u>Tetra Tech</u> Physical Address: _____ City, State: _____ Contact: <u>Scott Parlow</u> GC: YES <input type="checkbox"/> NO <input type="checkbox"/> Phone: _____ Fax: _____ Date: _____ E-Mail: _____
#02	Name of Company: _____ Physical Address: _____ City, State: _____ Contact: _____ GC: YES <input type="checkbox"/> NO <input type="checkbox"/> Phone: _____ Fax: _____ Date: _____ E-Mail: _____
#03	Name of Company: <u>Merit Mechanical</u> Physical Address: <u>39 Albe Drive</u> City, State: <u>Newark DE</u> Contact: <u>John McGirk</u> GC: YES <input type="checkbox"/> NO <input type="checkbox"/> Phone: <u>302-366-8601 Ex 13</u> Fax: <u>302-368-3392</u> Date: <u>Sept 2</u> E-Mail: <u>Jmcgirk@MeritMech.Com</u>

Domestic Hot Water Boiler Replacement
Baylor Women's Correctional Institution

26912-14002

Bids Due: 2:00 p.m., October 1, 2015
Thomas Collins Building
540 South Dupont Highway, Suite 100 (3rd Floor)
Dover, DE 19901

REGISTER OF BID DOCUMENTS
PLEASE PRINT CLEARLY

\$ 100.00 per set

#04	<p>Name of Company: <u>C+D Contractors, Inc.</u></p> <p>Physical Address: <u>14 E 40th St</u></p> <p>City, State: <u>Wilmington, DE 19802</u></p> <p>Contact: <u>Kathy McDaniel</u> GC: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: <u>302 764 8013</u></p> <p>Fax: <u>302 764 7585</u> Date: <u>8/28/15</u></p> <p>E-Mail: <u>mmma kmcdaniel.cd@verizon.net</u></p>
<p>CD #8 #05</p>	<p>Name of Company: <u>EMJAY Engineering & Construction</u></p> <p>Physical Address: <u>1706 Whitehead Rd</u></p> <p>City, State: <u>Baltimore, md 21207</u></p> <p>Contact: <u>Bill McLaughlin</u> GC: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: <u>302-419-5999 / 410-298-2000</u></p> <p>Fax: <u>410-298-2430</u> Date: <u>8/28/15</u></p> <p>E-Mail: <u>mclaughlin@emjaycons.com</u></p>
#06	<p>Name of Company: <u>isqft Inc</u></p> <p>Physical Address: <u>4500 Lake Forest Drive, Suite 502</u></p> <p>City, State: <u>Cincinnati, OH 45242</u></p> <p>Contact: <u>Brittany von Borgen</u> GC: YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: _____</p> <p>Fax: _____ Date: _____</p> <p>E-Mail: <u>bsmith@isqft.com</u></p>


Domestic Hot Water Boiler Replacement
Baylor Women's Correctional Institution

26912-14002

Bids Due: 2:00 p.m., October 1, 2015
Thomas Collins Building
540 South Dupont Highway, Suite 100 (3rd Floor)
Dover, DE 19901

REGISTER OF BID DOCUMENTS
PLEASE PRINT CLEARLY

\$ 100.00 per set

#07 	<p>Name of Company: <u>SCHLOSSER + ASSOCIATES</u></p> <p>Physical Address: <u>2047 SUNSET LAKE RD.</u> City, State: <u>NEWARK, DE 19702</u></p> <p>Contact: <u>ANDY BARRON</u> GC: YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: <u>(302) 738-7337</u></p> <p>Fax: <u>(302) 738-5692</u> Date: <u>8/28/15</u></p> <p>E-Mail: <u>ABARRONSA@HOTMAIL.COM</u></p>
#08	<p>Name of Company: _____</p> <p>Physical Address: _____ City, State: _____</p> <p>Contact: _____ GC: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/></p> <p>Phone: _____</p> <p>Fax: _____ Date: _____</p> <p>E-Mail: _____</p>
#09	<p>Name of Company: <u>CHEROKEE NATION</u></p> <p>Physical Address: <u>509 HATCHERY ROAD</u> City, State: <u>DOVER, DE 19901</u></p> <p>Contact: <u>DAVID RAGOLIA, Sr</u> GC: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: <u>302-883-3104</u></p> <p>Fax: _____ Date: <u>9/1/15</u></p> <p>E-Mail: <u>DAVID.RAGOLIA@CHEROKEE.CNUS.COM</u></p>

**Domestic Hot Water Boiler Replacement
Baylor Women's Correctional Institution**

26912-14002

Bids Due: **2:00 p.m., October 1, 2015**
Thomas Collins Building
540 South Dupont Highway, Suite 100 (3rd Floor)
Dover, DE 19901

**REGISTER OF BID DOCUMENTS
PLEASE PRINT CLEARLY**

\$ 100.00 per set

#10	<p>Name of Company: <u>CRITICAL DESIGN & CONSTRUCTION CORP.</u></p> <p>Physical Address: <u>1525 BARLEY MILL ROAD</u></p> <p>City, State: <u>WILMINGTON, DE 19807</u></p> <p>Contact: _____ GC: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Phone: _____</p> <p>Fax: _____ Date: <u>9/1/15</u></p> <p>E-Mail: _____</p>
#5 #11	<p>Name of Company: <u>Dodge Data & Analytics</u></p> <p>Physical Address: <u>3315 Central Ave</u></p> <p>City, State: <u>Hot Spring, AR 71913</u></p> <p>Contact: <u>Karen Chenevert</u> GC: <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Phone: <u>225-752-16013</u></p> <p>Fax: _____ Date: _____</p> <p>E-Mail: <u>karen.chenevert@mhfi.com</u></p>
#12	<p>Name of Company: _____</p> <p>Physical Address: _____</p> <p>City, State: _____</p> <p>Contact: _____ GC: <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Phone: _____</p> <p>Fax: _____ Date: _____</p> <p>E-Mail: _____</p>



TETRA TECH

240 Continental Drive, Suite 200, Newark, Delaware 19713

PREBID MEETING SIGN-IN SHEET

DOMESTIC HOT WATER BOILER REPLACEMENT BAYLOR WOMEN'S CORRECTIONAL INSTITUTION

Tt PROJECT NO.: 26912-14002
DATE: September 1, 2015

	Name	Company	Physical Address	Telephone	Fax	e-mail
1	Michael McDaniel	C+D CONT.	14 E. 40TH STREET WILM, DE	302 764 8013		KVANDERGRIFF.CO@VERIZON.NET
2	SCOTT CAPALDI	CRITICAL DESIGN AND CONSTRUCTION	1525 BARLEY MILL RD WILM, DE 19807	302-588-4406		SACAPALDI@CDACORP.NET
3	Chip Capaldi	+ ASSOC. SEULOSSE	2047 SUNSET LK. RD. NEWARK, DE 19702	302 738-7333		chipv608@hotmail.com ABAKERSA@histmail.com
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	Name	Company	Physical Address	Telephone	Fax	e-mail
15	RICK WAIRD	DIAMOND STATE ENGINEERING	3588 PEACHTREE RUN DOVER DE. 19901	302-697-7694	302-697-1328	ESTIMATOR@DIAMOND STATEENGINEERING.COM
16	Bill McLoughlin	FMSAY	1706 WHITE HAWK RD BALTIMORE MD 21207	410-298-2000	410-298-2430	McLoughlinB@FMSAY- CONS.COM
17	Rob Pettis	Meato Mech	39016 DUNE NEWELL 509 HATCHERY RD DOVER DE 19701	366-8601	366-4616	TREFF@MEATMECH.CO DAVID.RASOLIA@ CHEROKEE-CNC.S.C.
18	DAVE RASOLIA	CNCS-MACH		302-883-3104	302-883-3194	
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