



## **R G Architects, LLC**

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RG A No. 15041  
30 November 2015

### **ADDENDUM NO. 1**

STATE OF DELAWARE OMB/DFM  
Howard R. Young Correctional Institution  
Block Wall Phase 3 and 4 Renovations  
1301 E. 12<sup>th</sup> St.  
Wilmington, DE 19801

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:

**Wednesday, December 23, 2015 at 2:00 p.m.**

LOCATION:

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

### **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 The pre-bid sign-in sheet is attached to this Addendum.
- 1.5 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 Tuesday, November 24, 2015 in the conference room of the Facilities Management Office in the Thomas Collins Building. The following items were reviewed:
  - A. Project Description: A brief overview of the Project was discussed.

**ADDENDUM # 1**

- B. Project Schedule: Start work on or around April 1, 2015. Project completed within 2 months of on-site work starting (Full Time, Normal Working Hours 7am to 3pm). Contractors were told to keep in mind that it could take as long as 1 hour to enter and exit the site leaving only a 6 hour work day.
- C. Bid schedule is as follows:
1. The bids are due by **2:00 p.m. on December 23rd, 2015.**
  2. Substitution requests will be received until **4:00 p.m., December 13, 2015.**  
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 **4:00 p.m. on December 17, 2015.**  
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, **December 18, 2015.**
- D. 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.
- E. Subcontractors List: The subcontractors list was reviewed and the agreed upon. The subcontractors are as follow:
1. Structural Steel Contractor
  2. Glass Block System Contractor
  3. Painting Contractor
- F. The owner has offered an additional time for the contractors to tour the facility, without the escort of the design team, on **Wednesday, December 16, 2015 at 11:00 a.m (new date).**  
Contractors who wish to attend are asked to complete their Security Clearance Forms they received at the Pre-Bid meeting and return to Ann.Downet@state.de.us by **December 1, 2015.** PLEASE SPECIFY WHICH JOB THIS IS IN REFERENCE TO. Contractors are also asked to contact Kerry Wareham via email at [Kerry.Wareham@State.DE.US](mailto:Kerry.Wareham@State.DE.US) requesting their names be added to the list of attendees for this site visit by **Wednesday, December 9, 2015 at 10:00am.**  
Contractors are not allowed to bring cameras or cell phones on site.
- G. Security Procedures: All contractors are to reference specification section 01 35 53 SECURITY PROCEDURES for specific instructions that must be followed at this facility.

**ADDENDUM # 1**

**3.0 Revisions to the SPECIFICATIONS**

3.1 Revised 01 11 00 – Summary Of Work.

**3.0 Revisions to the DRAWINGS**

3.1 None at this time.

**4.0 Questions**

Q.1 What times are considered normal working hours as called out during Phase I work on sheet A10-1?

A.1 Normal working hours are from 7:00am – 3:00pm. Contractors are to pay special attention to security procedures noted in specification section 01 35 53 of the project manual.

Q.2 Will Phases III and Phase IV work run consecutively or does the schedule have time built in between Phase III and Phase IV work?

A.2 The phases will run consecutively.

**5.0 ATTACHMENT LIST:**

A. Pre Bid Sign-In Sheet

B. Bid Register

C. Spec Section 01 11 00 – Summary of Work, Revised

R G Architects, LLC  
200 West Main Street  
Middletown, DE 19709  
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PREBID MEETING SIGN-IN  
OMB/DFM MC380400064 75477  
Howard R. Young Correctional Institution - Glass Block Phases 3  
and 4

November 24, 2015

Name	Company	Telephone	Email
1 Steve DERRICKSON	NASON Construction	302-650-8963	SDERRICKSON@NasonConstruction.com
2 JERRY ROZANSKI	RG ARCHITECT	302-376-8100	GR0ZANSKI@RGARCHITECTS.NET
3 Patrick Schmitt	Commonwealth Const Co.	302 - 654 - 6611	PSchmitt@Commonwealth.com
4 Ryan Jackson	Amaker Inc	302-834-8664	Amaker@AOL.com
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**PLEASE PRINT CLEARLY**

**State of Delaware**

**Howard R. Young Correctional Institution - East Wing Glass Block Renov.**

Phase 3 and 4

Bids Due: **Wednesday, December 23, 2015 at 2:00 pm**

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

**Dover, DE 19901**



**BID DOCUMENTS REGISTER**

**PLEASE PRINT CLEARLY**

**\$ 100.00 per set, \$50 for CD**

#01	Name of Company <u>State of Delaware - OMB/DFM</u>	
	Physical Address: _____	
	City, State: <u>Dover, DE</u>	
	Contact: <u>Kerry Wareham</u>	GC: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
	<b>EMAIL:</b> <u><a href="mailto:kerry.wareham@state.de.us">kerry.wareham@state.de.us</a></u>	
	Fax <u>302-739-3037</u>	Phone: <u>302-744-1185</u> Date: _____
#02	Name of Company <u>Glass Block of America</u>	
	Physical Address: <u>1213 Medina Road</u>	
	City, State: <u>Medina, Ohio 44256</u>	
	Contact: <u>Steve Boesch</u>	GC: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
	<b>EMAIL:</b> <u><a href="mailto:sboesch@glassblockusa.com">sboesch@glassblockusa.com</a></u>	
	Fax <u>330-239-0230</u>	Phone: <u>330-239-7512</u> Date: <u>11/25/2015</u>
#03	Name of Company <u>Nason Construction</u>	
	Physical Address: <u>3411 Silverside Rd.</u>	
	City, State: <u>Wilmington, DE 19709</u>	
	Contact: <u>Steve Derickson</u>	GC: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
	<b>EMAIL:</b> <u><a href="mailto:sderrickson@nasonconstruction.com">sderrickson@nasonconstruction.com</a></u>	
	Fax _____	Phone: <u>302-650-8963</u> Date: <u>11/24/2015</u>
#04	Name of Company <u>Amakor, Inc.</u>	
	Physical Address: <u>72 Clinton St.</u>	
	City, State: <u>Delaware City, DE 19706</u>	
	Contact: <u>Steve Serbu</u>	GC: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
	<b>EMAIL:</b> <u><a href="mailto:amakor@aol.com">amakor@aol.com</a></u>	
	Fax <u>302-834-8661</u>	Phone: <u>302-834-8669</u> Date: <u>11/24/2015</u>

## PART 1 - GENERAL

## 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

## 1.2 SUMMARY

- A. This Section includes the following:
  - 1. Work covered by the Contract Documents.
  - 2. Type of the Contract.
  - 3. Use of premises.
  - 4. Owner's occupancy requirements.
  - 5. Work restrictions.
  - 6. Specification formats and conventions.
- B. Related Sections include the following:
  - 1. Division 01 Section "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

## 1.3 WORK COVERED BY CONTRACT DOCUMENTS

- A. Project Identification: Howard R. Young Correctional Institution – East Side Glass Block Renovations MC3804000075 and MC3804000077
  - 1. Project Location: Howard R. Young Correctional Institution – 1301 E.12th St., Wilmington, DE 19801
- B. Owner: State of Delaware, Office of Management and Budget, Department of Facilities Management
  - 1. Owner's Representative: Kerry Wareham, OMB/DFM Construction Project Manager
- C. Architect: R G Architects LLC., 200 West Main Street, Middletown, DE 19709
- D. The Work consists of the following:
  - 1. The Work includes, but is not limited to;
    - a. The demolition of existing glass block window system where noted in Phase 3 and Phase 4,
    - b. Installation of new solid glass block steel framed detention window system.

- c. Preparation and painting of the existing steel bar grill system in front of all existing glass block windows.
- d. The Base Bid for the project is all work associated with Phases III and IV as shown on the plans. Phases I and II were completed previously.

#### 1.4 TYPE OF CONTRACT

- A. Project will be constructed under a single prime contract.

#### 1.5 USE OF PREMISES

- A. Use of Site: Limit use of premises to work in areas indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.
  - 1. Anticipated Schedule: It is anticipated that the physical work on site shall be no longer than 2 months from the time the WORK starts on site.
  - 2. Owner Occupancy: Allow for Owner occupancy of Project site and use by the public.
  - 3. Driveways and Entrances: Keep driveways, loading areas, and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.
    - a. Schedule deliveries to minimize use of driveways and entrances.
    - b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.

#### 1.6 OWNER'S OCCUPANCY REQUIREMENTS

- A. Partial Owner Occupancy: Owner will occupy the premises during entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's operations. The work must be performed during normal business hours as much as possible. It should be assumed that the majority of the work will be performed from the exterior of the building. Maintain existing exits, unless otherwise indicated.
  - 1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and authorities having jurisdiction.
  - 2. Provide not less than 72 hours' notice to Owner of activities that will affect Owner's operations.
- B. Owner Occupancy of Completed Areas of Construction: Owner reserves the right to occupy and to place and install equipment in completed areas of site, before Substantial Completion, provided such occupancy does not interfere with completion of the Work.

Such placement of equipment and partial occupancy shall not constitute acceptance of the total Work.

1. Architect will prepare a Certificate of Substantial Completion for each specific portion of the Work to be occupied before Owner occupancy.
2. Obtain a Certificate of Occupancy from authorities having jurisdiction before Owner occupancy.
3. On occupancy, Owner will assume responsibility for maintenance and custodial service for occupied portions of site.

#### 1.7 WORK RESTRICTIONS

- A. On-Site Work Hours: Work shall be generally performed from OUTSIDE the existing building during normal business working hours of 7:00 a.m. to 3:30 p.m., Monday through Friday, except otherwise indicated.
- B. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging to provide temporary utility services according to requirements indicated:
  1. Notify Owner not less than two days in advance of proposed utility interruptions.
  2. Do not proceed with utility interruptions without Owner's written permission.

#### 1.8 SPECIFICATION FORMATS AND CONVENTIONS

- A. Specification Format: The Specifications are organized into Divisions and Sections using the 50-division format and CSI/CSC's "MasterFormat" numbering system.
  1. Division 01: Sections in Division 01 govern the execution of the Work of all Sections in the Specifications.
- B. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
  1. Abbreviated Language: Language used in the Specifications and other Contract Documents is abbreviated. Words and meanings shall be interpreted as appropriate. Words implied, but not stated, shall be inferred as the sense requires. Singular words shall be interpreted as plural, and plural words shall be interpreted as singular where applicable as the context of the Contract Documents indicates.
  2. Imperative mood and streamlined language are generally used in the Specifications. Requirements expressed in the imperative mood are to be performed by Contractor. Occasionally, the indicative or subjunctive mood may be used in the Section Text for clarity to describe responsibilities that must be fulfilled indirectly by Contractor or by others when so noted.
  3. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.



PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 11 00