



## R G Architects, LLC

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RG A No. 17050

6 June, 2018

### ADDENDUM NO. 1

STATE OF DELAWARE OMB/DFM

**OMB/DFM Contract No. MC3806000013**

**Sussex Work Release Center – Security Upgrades**

Sussex Community Corrections Center

23207 DuPont Blvd. Georgetown, De 19947

R G Architects

200 West Main Street

Middletown, DE 19709

Phone: 302-376-8100 (phone)

Fax: 302-376-9851 (fax)

Email: [oscar@rgarchitects.net](mailto:oscar@rgarchitects.net)

BIDS DUE:

**2:30 p.m. local time on Thursday, June 21, 2018**

LOCATION:

**THOMAS COLLINS BUILDING**

**Division of Facilities Management Office**

**540 S. DuPont Highway, Suite 1 (Third Floor)**

**Dover, Delaware 19901**

**Attn: Mr. J. Dean Seely**

### 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 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.
- 1.6 The owner has offered the contractors a tour of the facility, with the escort of the design team, on **Thursday, June 14, 2018 at 10:00 a.m.** Contractors who wish to attend are asked to complete their Security Clearance Forms (attached) and return them ASAP (in order to be approved on time) to Rick Ward at [RichardW.Ward@state.de.us](mailto:RichardW.Ward@state.de.us)

## **2.0 Revisions to the SPECIFICATIONS**

- 2.1 01 23 00 - ALTERNATES.
  - 2.1.1 See attached section.
- 2.2 00 41 13 - BID FORM.
  - 2.2.1 See attached section.

## **3.0 Revisions to the DRAWINGS**

- 3.1 ASK-1 – Alternate No. 1 Plan
  - 3.1.1 See attached sketch plan.

## **4.0 Questions**

- 4.1 Question – 1. Drawing A11-1 Demo Note 13 remove existing ceiling coordinate with new work 4/A20-1. 4/A20-1 shows no ceiling work. Do we install new ceiling? If so, ceiling plans are needed?
  - 4.1.1 Answer – Yes, Contractor needs to install new ceiling under base bid. Demo Note 13 called out the wrong detail number, See RCP **5/A31-1** and spec section 09 51 23 - Acoustical Tile Ceilings.
- 4.2 Question – 2. Drawing A11-1 new work, note 12, provide heavy duty printer stand, model number of printer is needed.
  - 4.2.1 Answer – See attached example model cut sheet.
- 4.3 Question – 3. What security contractor does the work for the owner?
  - 4.3.1 Answer – The owner does not have a preferred security installer.
- 4.4 Question – 4. Will security and telephone work be done by owner?
  - 4.4.1 Answer – No, contractor is responsible to reconnect both.
- 4.5 Question – 5. Drawing A11-1 Demo note 8, remove duplex outlets. Will an extension ring be allowed?
  - 4.5.1 Answer – Yes.
- 4.6 Question – 6. Drawing A11-1 New work notes 4,5, and 6 pass through drawer, CPU holder, deal tray. Specifications are needed?
  - 4.6.1 Answer – See attached example model cut sheet.
- 4.7 Question – 7. Drawing A11-1 new work note 13, temporary relocation of whiteboard. What happened to the whiteboard after construction?
  - 4.7.1 Answer – It will return to its original location as shown on plan 3/A11-1. New work keynote 2.
- 4.8 Question – 8. Drawing A11-1 new work note 19 outlets and data jacks by others. Are we to assume by owner?
  - 4.8.1 Answer – Yes, that is correct.

**ADDENDUM # 2**

4.9 Question – 9. Drawing A20-1 detail 1 shows door D1 as an alternate, this is not shown on the bid form. Please advise?

4.9.1 Answer – Door D1 is included under Alternate No. 1. See sketch ASK-1 attached.

4.10 Question – 10. Drawing A31-1 Detail 5 reflected ceiling plan shown as alternate, this is not shown on bid form, please advise?

4.10.1 Answer – New ceiling is part of Alternate No. 2. See attached updated BID FORM section.

4.11 Question – 11. Just to clarify there is no bullet resistant laminate in the SWRC Building.

4.11.1 Answer – No BR Laminated for any glazing surface.

**6.0 ATTACHMENT LIST:**

A. 00 41 13 - BID FORM.

B. 01 23 00 – ALTERNATES

C. ASK-01 Alternate No. 1 plan

D. Cut sheets: Pass through drawer, CPU holder, deal tray, Printer stand, and Microphone and speaker system.

**SECTION 00 01 10**

# BID FORM

**For Bids due: June 21<sup>st</sup> 2018 @ 2:30 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: Delete all work associated with the new casework and countertops shown on 3/A11-1, as well as the new hollow metal framing, doors, and glazing partition, and countertop work. See Alternate Plan Sketch ASK-1.

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

ALTERNATE No. 2: Delete all work associated with the installation of the new Suspended Acoustic Tile System, new light fixtures and dimmer system. See detail 5 on sheet A31-1. Existing ceiling would remain.

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

ALTERNATE No. 3: Delete all work associated with the installation of door #002. See detail 4 on sheet A20-1. The bullet resistant composite panels would still be installed on the surrounding wall as shown.

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

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:

	<u>ADD</u>	<u>DEDUCT</u>
UNIT PRICE No. 1: N/A	\$	\$
UNIT PRICE No. 2: N/A	\$	\$
UNIT PRICE No. 3: N/A	\$	\$

ALLOWANCES

The base bid above includes all allowances specified in the contract documents;

Allowance No.1: “General Owner’s Allowance” \$5,000.00

**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 of Employee Drug Testing Program  
Bid Security  
(Others as Required by Project Manuals)

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**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.

<b><u>Subcontractor Category</u></b>	<b><u>Subcontractor</u></b>	<b><u>Address (City &amp; State)</u></b>	<b><u>Subcontractors tax payer ID # or Delaware Business license #</u></b>
1. Laminated Glass	_____	_____	_____
2. Carpentry	_____	_____	_____
3. Electrical	_____	_____	_____



SWRC SECURITY UPGRADES  
MC3806000013

SUSSEX COMMUNITY CORRECTIONS CENTER

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**BID FORM**  
**NON-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 **"SWRC - SECURITY UPGRADES"** Contract Number **MC3806000013** have been thoroughly examined and are understood.

**NAME OF BIDDER:**

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**AUTHORIZED REPRESENTATIVE  
(TYPED):**

---

**AUTHORIZED REPRESENTATIVE  
(SIGNATURE):**

---

**TITLE:**

---

**ADDRESS OF BIDDER:**

---

---

---

**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, including subcontractors 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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**SECTION 01 23 00****ALTERNATES****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 for alternates.

**1.3 DEFINITIONS**

- A. Alternate: An amount proposed by bidders and stated on the Bid Form for certain work defined in the Bidding Requirements that may be added to or deducted from the Base Bid amount if Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.
  - 1. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternate into the Work. No other adjustments are made to the Contract Sum.

**1.4 PROCEDURES**

- A. Coordination: Modify or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
  - 1. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
- B. Notification: Immediately following award of the Contract, notify each party involved, in writing, of the status of each alternate. Indicate if alternates have been accepted, rejected, or deferred for later consideration. Include a complete description of negotiated modifications to alternates.
- C. Execute accepted alternates under the same conditions as other work of the Contract.
- D. Schedule: A Schedule of Alternates is included at the end of this Section. Specification Sections referenced in schedule contain requirements for materials necessary to achieve the work described under each alternate.

**PART 2 - PRODUCTS (Not Used)**

PART 3 - EXECUTION

3.1 SCHEDULE OF ALTERNATES

ALTERNATE No. 1: Delete all work associated with the new casework and countertops shown on 3/A11-1, as well as the new hollow metal framing, doors, and glazing partition, and countertop work. See Alternate Plan Sketch ASK-1.

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

ALTERNATE No. 2: Delete all work associated with the installation of the new Suspended Acoustic Tile System, new light fixtures and dimmer system. See detail 5 on sheet A31-1. Existing ceiling would remain.

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

ALTERNATE No. 3: Delete all work associated with the installation of door #002. See detail 4 on sheet A20-1. The bullet resistant composite panels would still be installed on the surrounding wall as shown.

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

**END OF SECTION**

**DRAWINGS REDACTED**