

Addendum No. 1

Meeting Date: November 1, 2017
Addendum Date: November 2, 2017

Project: Storage Cooler Replacement at DFS Wilmington
DFM Project No: MC4501000002

The work herein shall be considered part of the bid documents for the referenced project and carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Acknowledge receipt of addendum on the bid form as indicated.

Clarifications / Pre-Bid Meeting Minutes:

1. Introductions:
 - a. OMB/DFM Project Manager – Dean Seely
(joseph.seely@state.de.us) (302) 739-5644.
 - b. Studio JAED Project Manager – Brian Zigmond
(zigmondb@studiojaed.com) 302-832-1652
 - c. Studio JAED Assistant Project Manager – Dan Shurina
(shurinad@studiojaed.com) 302-832-1652.
2. See attached pre-bid sign in sheets for reference.
3. Review of Bidding Timeline:
 - a. Bid opening is to take place in the reception area of the Facilities Management Office in the Thomas Collins Building, 540 S. DuPont Highway, Suite 1 (Third Floor), Dover, DE 19901 at **1:30 p.m. local time on Friday, November 17, 2017** – as described in the invitation to bid / advertisement for bids.
 - b. Bidders are to submit questions in writing by email to both Brian Zigmond and Dan Shurina at the e-mail addresses noted above. Responses will be issued by addendum.
 - c. Bidder questions will be accepted until **5:00PM, Tuesday, October 14, 2017.**
4. All drawings must be purchased through RCI. All information / addenda will be released through RCI for this bid.
 - a. IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONTACT RCI PRIOR TO THE BID DATE TO ENSURE THAT THEY HAVE RECEIVED ALL ADDENDA FOR THE PROJECT.
5. A voluntary contractor walkthrough is scheduled for **Tuesday, November 7th, 2017; beginning at 11:00 AM.** NOTE: Photographs will be limited to certain areas of the building at the discretion of the building end-users.
6. The project includes a \$5000 allowance for unforeseen conditions which is to be included in contractor's base bid price and is to be used at the owner's discretion as project progresses. The allowance is not intended for any portion of work indicated in the bid documents. Any balance remaining in the allowance is to be returned to owner by credit change order at project conclusion.

7. Bid Form and Required Documents:
 - a. Bidders may not alter the bid form.
 - b. If bid form is reissued during the bidding process, the latest bid form is to be submitted.
 - c. Bidders are not to leave any blank lines on the bid form. Fill out bid form completely.
 - d. Bidders are to individually acknowledge receipt of each numbered addendum received on the bid form. Bidders must list themselves for any listed subcontractors scope of work if they intend to do the scope of work with their own work force.
 - e. Drug affidavits are required for bidders and listed subcontractors.
 - f. Bidders are to include a copy of Delaware business license with bid form.
 - g. A bid bond is required. Bidders are to use the state bid bond form, a copy of which is found in the project manual.
8. Note: Construction will require temporary heat to be provided by the contractor to maintain appropriate conditions to complete all work, including the installation of the new flooring under separate contract.
9. General Project Schedule (all items are subject to change due to unforeseen circumstances):
 - a. Purchase orders are expected to be in place by mid-January 2018
 - b. The total shutdown length for the autopsy suite shall be limited to 3 months (calendar). All necessary mobilization equipment, products, etc. are expected to be in place prior to the Owner leaving the site.
10. After-hours work may only be undertaken in strict coordination with the Owner, and will only be entertained for specific needs such as utility shutdowns or particularly disruptive work.
11. The State of Delaware will review previous HAZMAT / AHERA reports for the site.
12. The building occupants being displaced will be relocated under separate contract.
13. As noted in the bid documents, the contractor managing this project will be responsible for coordination of all other contracts being undertaken during this project timeline. However, the contractor is NOT responsible for providing additional supervision while work being performed outside of their contract is underway.
14. The contractor is responsible for obtaining all building permits. No drawings have been submitted to the City at this time. Signed and sealed drawings will be provided to the successful contractor for this purpose.
15. Parking – As noted, parking on the site is extremely limited. DFS is working to obtain some parking across the street in conjunction with DART. Additional information will be provided in a future addendum.

Changes to Specifications:

1. *Specification 00 41 13 Bid Form* – Revised description for Alternates. There are no alternates on this project.

General Information:

Pre-Bid Sign-in Sheet: Please see attached sheet for a list of the attendees at the mandatory pre-bid.

Pre-Bid Meeting Minutes: Please see above. These are now integral to the bidding documents.

END

HEADQUARTERS2500 WRANGLE HILL ROAD
FOX RUN OFFICE PLAZA, SUITE 110
BEAR, DE 19701302.832.1652 **PHONE**302.832.1423 **FAX****ARCHITECTS****ENGINEERS****FACILITIES SOLUTIONS**

Project: State of Delaware DFS Walk-In Freezer Replacement
Project No.: MC4501000002 / 14065
Date: November 1, 2017

**PRE-BID
SIGN IN SHEET****REPRESENTATIVE****FIRM / PHONE / FAX / EMAIL**

- | | |
|--------------------------------|--|
| 1. <u>Scott A. Capaldi</u> | <u>Critical Design and Construction Corp.</u>
<u>302-588-4406</u>
<u>No Fax #</u>
<u>sacapaldi@cdacorp.net</u> |
| 2. <u>Matthew Celata</u> | <u>Preferred Electric Inc.</u>
<u>302-669-6252</u>
<u>No Fax #</u>
<u>mdcelata@preferredinc.net</u> |
| 3. <u>Kyle Contino</u> | <u>GEM Mechanical Services, Inc.</u>
<u>610-361-9667 x105</u>
<u>No Fax #</u>
<u>kyle@gemmsi.com</u> |
| 4. <u>Michael Travers, Sr.</u> | <u>DFM/OMB</u>
<u>302-270-8641</u>
<u>No Fax #</u>
<u>michael.travers@state.de.us</u> |
| 5. <u>Chip Gruber</u> | <u>Schlosser & Assoc.</u>
<u>302-738-7333</u>
<u>302-738-5692</u>
<u>abakersa@hotmail.com</u> |

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SIGN IN SHEET**

REPRESENTATIVE	FIRM / PHONE / FAX / EMAIL
6. <u>Ben Bello</u>	<u>Summit Mechanical</u> <u>302-893-5155</u> <u>No Fax #</u> <u>rob@summitmech.org</u>
7. <u>Matt Bailey</u>	<u>Power Plus Electrical Contracting, Inc.</u> <u>302-736-5070</u> <u>302-736-5120</u> <u>mattb337@gmail.com</u>
8. <u>Lexa Fitzgerald</u>	<u>Porter Creek Instruments</u> <u>888-534-3128 x2</u> <u>No Fax #</u> <u>ipage@portercreekinstruments.com</u>
9. <u>Michael Donaldson</u>	<u>Donaldson Electric Inc.</u> <u>302-660-7534</u> <u>302-660-7542</u> <u>mdonaldson@donaldson-electric.com</u>
10. <u>Stacey Bush</u>	<u>Amakor Inc.</u> <u>302-834-8664</u> <u>302-834-8681</u> <u>amakor@aol.com</u>

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SIGN IN SHEET**

REPRESENTATIVE	FIRM / PHONE / FAX / EMAIL
11. <u>Brian Smith</u>	<u>BSS Contractors</u> <u>610-345-1316</u> <u>610-345-1318</u> <u>bsmith@bsscontractor.com</u>
12. <u>Dean Seely</u>	<u>State of Delaware OMB/DFM</u> <u></u> <u></u> <u></u>
13. <u>John DeMatteis</u>	<u>Nickle Electrical Companies</u> <u>302-453-4000</u> <u>302-453-4493</u> <u>jdematteis@nickle.com</u>
14. <u>Phillip Tarlton</u>	<u>Gaudelli Bros.</u> <u>856-825-0636</u> <u>No Fax #</u> <u>phillip@gaudellibros.com</u>
15. <u>Tony Orga</u>	<u>Deldeo Builders</u> <u>302-791-0243</u> <u>No Fax #</u> <u>loudeldeo@comcast.net</u>

HEADQUARTERS

2500 WRANGLE HILL ROAD
FOX RUN OFFICE PLAZA, SUITE 110
BEAR, DE 19701

302.832.1652 **PHONE**

302.832.1423 **FAX**

ARCHITECTS

ENGINEERS

FACILITIES SOLUTIONS

Project: State of Delaware DFS Walk-In Freezer Replacement
Project No.: MC4501000002 / 14065
Date: November 1, 2017

**PRE-BID
SIGN IN SHEET**

REPRESENTATIVE

FIRM / PHONE / FAX / EMAIL

16. Tony Ventresca Ventresca Bros., Inc.
302-658-6436
302-658-2360
tony@ventrescabros.com

17. Robert Mullin Robert Mullin HVAC
302-893-7217
302-322-9007
robertmullinhvac@gmail.com

18. Fred Fisher First State Electric
302-322-0140
302-322-1146
fredf@firststateelectric.com

19. John Evans State of Delaware Division of Forensic Sciences

20. Maurice Jenkins State of Delaware OMB/DFM



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SIGN IN SHEET**

REPRESENTATIVE

FIRM / PHONE / FAX / EMAIL

BID FORM

To: Division of Facilities Management
540 South DuPont Highway – Suite 1
Dover, DE 19901

(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:

\$ _____
(\$ _____)

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.

NONE

**DFS Walk-In Freezer HVAC Replacement
Division of Forensic Science
200 South Adams Street Wilmington, DE 19801
Contract No. MC4501000002**

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:

NONE

ALLOWANCES

Allowances are included as follows:

ALLOWANCE No. 1: \$5,000 for general contingencies and repairs.

**DFS Walk-In Freezer HVAC Replacement
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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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Division of Forensic Science
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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. **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>Subcontractors tax payer ID #</u> <u>or Delaware Business license #</u>	<u>Address (City & State)</u>
1. Electrical	_____	_____
2. Mechanical	_____	_____
3. Metal Fabrications	_____	_____

**DFS Walk-In Freezer HVAC Replacement
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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 or Contract Number)* have been thoroughly examined and are understood.

NAME OF BIDDER: _____

**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.

**DFS Walk-In Freezer HVAC Replacement
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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.