

**Addendum
No. 1**

Meeting Date: February 27, 2018
Addendum Date: February 28, 2018
Project: DivComm Towers HVAC Replacement
DFM Project No: MC4506000092

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 – Chip Lieber
(john.dunham@state.de.us) (302) 744-1163.
 - b. Studio JAED 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. The 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 **1:00 p.m. local time on Wednesday, March 14, 2018.**
 - b. Bidders are to submit questions in writing by email to Dan Shurina at the e-mail address noted above. Responses will be issued by addendum.
 - c. Bidder questions will be accepted until 4:00 p.m., Thursday, March 8, 2018.
 - d. The last day for addenda will be Friday, March 9, 2018.
4. All drawings must be purchased through RCI as noted in the bid advertisement. All information / addenda will be released through RCI for this bid. 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 Wednesday, March 7, 2018, 9:00 a.m. at the Communications Tower at the Delaware State Police Headquarters; 1441 North Dupont Highway, Dover, DE 19903-0430.
6. The project duration is to be six months from notice to proceed to substantial completion.

7. All unit replacements and shutdowns are to be coordinated and approved in advance, and are to be staged such that all work at each site is completed in a single, continuous work day.
8. Contractors are to require escorts at all times at project sites.
9. All work is expected to take place during normal business hours, however in the event of a system shutdown (including but not limited to electrical, HVAC, etc), work is to proceed continuously until the system is restored.
10. The project includes a \$7,500 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.
11. The project requires prevailing wages, and the applicable wage determination schedule is included in the project manual.
12. The project sites are similar in construction and layout, but not identical. The requirements and scopes of work for the individual project sites are included in the drawings and specifications.
13. 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 testing affidavits are required to be completed and submitted with bid.
 - f. Bidders are to include a copy of Delaware business license with bid form.
 - g. A bid bond is required to be submitted with the bid. Bidders are to use the state bid bond form, a copy of which is found in the project manual.

Changes to Specifications:

1. *Specification 00 41 13 Bid Form* – Revised drug testing affidavit. See attached revised bid form.

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



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: Delaware Division of Communications
DivComm Towers HVAC Replacements
Project No.: MC4506000092 / 17071

Pre-Bid Meeting
February 27, 2018

SIGN IN SHEET

ATTACH BUSINESS CARD

or

WRITE: Name, Firm, Phone, Fax, Email

Heating Ventilation Air Conditioning Custom Duct Work

GAUDELLI BROS. INC.
MECHANICAL CONTRACTORS

202 S. Wade Blvd.
Millville, NJ 08332

Mimi Allen
Administrative Asst.

Voice: (856) 825-0636
Fax: (856) 327-8864

~~gaudellibros@verizon.net~~ →

Name:

Firm:

Phone:

Fax:

Email:

Blank space for business card or handwritten information.

Name: **STEVE PIECH**

Firm: **DIAMOND MECHANICAL**

Phone: **302-697-7694**

Fax:

Email: **ESTIMATOR@DIAMONDMECHANICAL.NET**

Jose Waybright
(302) 250-1583
jose@ecph.net

26 Brookhill Drive
Newark, DE 19702
(302) 266-0530
Fax (302) 266-0532

EAST COAST PLUMBING & HVAC, Inc.
Commercial Service and Installation

Name: **Michael McDaniel**

Firm: **C+D CONTRACTORS**

Phone: **302 3764 2020**

Fax:

Email: **KVANDEGRIFF.CD@VERIZON.NET**



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: Delaware Division of Communications
DivComm Towers HVAC Replacements
Project No.: MC4506000092 / 17071

Pre-Bid Meeting
February 27, 2018

SIGN IN SHEET

ATTACH BUSINESS CARD

or

WRITE: Name, Firm, Phone, Fax, Email

POWER PLUS
ELECTRICAL CONTRACTING, INC.

MATT HAILEY
President
mattb337@gmail.com
CELL 302-363-5069

P.O. Box 199
Cheswold, DE 19936
302-736-5070
FAX 302-736-5120

Blank space for a second business card or handwritten notes.

SUMMIT MECHANICAL, INC.

Rob Vander Decker
Senior Service Estimator / Project Manager

office (302) 836-8814
cell (302) 893-5155
fax (302) 836-8819

304 Carson Drive
Bear, Delaware 19701

rob@summitmechanical.org
www.summitmechanical.org

Name:
Firm:
Phone:
Fax:
Email:
Name: <i>Jacob Meyer</i>
Firm: <i>studio JAED</i>
Phone: <i>484-948-5124</i>
Fax: <i>—</i>
Email: <i>meyerj@studiojaed.com</i>
Name:
Firm:
Phone:
Fax:
Email:

**DivComm Tower HVAC Replacements
Delaware Division of Communications
3050 Upper King Road, Dover, DE 19903
Contract No. MC4506000092**

BID FORM

UNIT PRICES

There are no unit prices.

ALLOWANCES

Allowances are included as follows:

ALLOWANCE No. 1: \$7,500 for general contingencies and repairs which is to be included in contractor's base bid price. The project allowance is to be used for unforeseen conditions only and the balance of the allowance is to be returned to owner via credit change order at project conclusion.

**DivComm Tower HVAC Replacements
Delaware Division of Communications
3050 Upper King Road, Dover, DE 19903
Contract No. MC4506000092**

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)

**DivComm Tower HVAC Replacements
Delaware Division of Communications
3050 Upper King Road, Dover, DE 19903
Contract No. MC4506000092**

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. HVAC	_____	_____
3. Electrical	_____	_____

**DivComm Tower HVAC Replacements
Delaware Division of Communications
3050 Upper King Road, Dover, DE 19903
Contract No. MC4506000092**

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 MC4506000092 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.

**DivComm Tower HVAC Replacements
Delaware Division of Communications
3050 Upper King Road, Dover, DE 19903
Contract No. MC4506000092**

**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.