

Addendum No. 1

Meeting Date: November 14, 2018
Addendum Date: November 16, 2018

Project: DelDOT Administration Building –
Phase II Renovation & OCR Compliance

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 – John Dunham
(john.dunham@state.de.us) (302) 744-1185
 - b. StudioJAED Project Manager – Pamela Babuca
(babucap@studiojaed.com) (302)-832-1652
 - c. StudioJAED Asst. PM
 - i. Dana Dawson (dawsond@studiojaed.com)
 - ii. Nimesh Patel (pateln@studiojaed.com)
 - iii. (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 at the Facilities Management Office in the Thomas Collins Building, 540 S. DuPont Highway, Suite 1 (Third Floor), Dover, DE 19901 at **3:00 p.m. local time on Thursday, December 6, 2018.**
 - b. Bidders are to submit questions in writing by email to the StudioJAED team members e-mail addresses as noted above. Responses will be issued by addendum.
 - c. Bidder questions will be accepted until 4:00 p.m., Wednesday, November 28, 2018.
 - d. The last day for addenda will be Friday, November 30, 2018.
4. All drawings must be purchased through RCI as noted in the bid advertisement unless purchased at the pre-bid meeting. All information / addenda will be released through RCI for this bid. IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONTACT RCI OR STUDIOJAED 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 20, 2018 from 12:00 pm – 2:00 pm. Interested parties are to meet in the

South Lobby at the DeIDOT Administration Building and are required to obtain guest badges.

6. The project currently includes a \$30,000 allowance for unforeseen conditions and is to be included in contractor's base bid price and 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. The project also includes a \$10,000 allowance for perimeter heat investigation. Additional clarification is forth coming regarding allowance for signage. All allowances are to be included in contractor's base bid price and to be used at the owner's discretion as project progresses. Any balance remaining in the allowance is to be returned to owner by credit change order at project conclusion.
8. 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 form.
 - g. A bid bond is required to be submitted with the bid. Bidders are to use the state bid bond form. (See project manual for copy).
9. The successful contractor is responsible for obtaining all building permits. Signed and sealed drawings have been submitted to the City of Dover and Fire Marshal for review to expedite the permitting process.
10. The contractor may begin work immediately upon notice to proceed. The project duration shall be 181 calendar days between notice to proceed and substantial completion.
11. All work is intended to be performed during normal business hours, but in the event of a shutdown of critical system including but not limited to sprinkler, fire alarm, HVAC, or electrical service – the work shall be continuous around the clock until the system has been restored.

12. All shutdowns of any building system are to be approved in advance by the owner, and work is to continue around the clock until the service is restored.
13. All new, ceiling-mounted devices in ACT ceilings are to be centered in ceiling tile.
14. Included in the project manual is 00 41 14 Allowance Authorization. As a clarification, this form is to be signed by all parties prior to any additional work which is to be applied to the project allowance.
15. General Contractor is responsible for coordinating with the security / access system scope of work identified in project documentation to be completed by Owner under separate state contract.
16. The contractor shall adhere to DelDOT security procedures, and will be issued contractor badges for access to areas of work.
17. Loud or disruptive work activities are to be limited to early morning prior to 8 a.m. or after hours.
18. Furniture plans are included for reference only. Furniture is to be provided by Owner under separate state contract.
19. General Contractor is responsible for removing the existing floor finish only. Floor patching, leveling, and preparation to be completed by Owner under separate state contract.
20. Specialty under-carpet power and data distribution system referenced in drawings as Steelcase product called "Thread" is to be included in the General Contractors overall project scope of work and fee. Please refer to electrical drawings for further clarification.

Changes to Specifications:

1. None.

Changes to Drawings:

1. None.

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 DE – DeIDOT Phase II Renovations and OCR Compliance
Project No.: MC5511000018 / 18015
Date: November 15, 2018

**PRE-BID
SIGN IN SHEET**

REPRESENTATIVE	FIRM / PHONE / FAX / EMAIL
1. <u>Shawn McConnell</u>	<u>Trap's Plumbing</u> <u>302-677-1775</u> <u>302-677-1778</u> <u>trapsplumbing1851@yahoo.com</u>
2. <u>Tom Cekine</u>	<u>Kent Construction</u> <u>302-653-6469</u> <u>No Fax</u> <u>thomas@kentconstructionco.com</u>
3. <u>Michael Helm</u>	<u>Radius Systems</u> <u>610-388-9940</u> <u>610-388-9945</u> <u>mhelm@radiussystemsllc.com</u>
4. <u>Frank Coughlan</u>	<u>Intelligent Signage, Inc.</u> <u>302-762-4100</u> <u>302-762-4700</u> <u>frankthesignguy@intelligentsignage.net</u>
5. <u>David Diaz</u>	<u>Dalmarva Veteran Builders</u> <u>410-490-2147</u> <u>No Fax</u> <u>jake@delmarvaveteranbuilders.com</u>

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ARCHITECTS

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**PRE-BID
SIGN IN SHEET**

REPRESENTATIVE	FIRM / PHONE / FAX / EMAIL
6. <u>Dave Frost</u>	<u>GES</u> <u>302-918-3070</u> <u>302-834-1959</u> <u>d.frost@gesoncall.com</u>
7. <u>Anthony Vassalotti</u>	<u>Richard Y Johnson & Son</u> <u>302-422-3732</u> <u>302-422-4696</u> <u>tvassalotti@ryjson.com</u>
8. <u>Matt Greenlee</u>	<u>Under/Comm Inc.</u> <u>302-424-1554</u> <u>302-424-4478</u> <u>mgreenlee@undercomm.com</u>
9. <u>Shawn Bell</u>	<u>Corporate Interiors</u> <u>302-345-0058</u> <u>302-356-1082</u> <u>sbell@corporate-interiors.com</u>
10. <u>Brian Thompson</u>	<u>Conventional Builders, Inc.</u> <u>302-422-2429</u> <u>302-422-2135</u> <u>conventionalbuilders@comcast.net</u>

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**PRE-BID
SIGN IN SHEET**

REPRESENTATIVE	FIRM / PHONE / FAX / EMAIL
11. <u>Leon Thompson, Jr.</u>	<u>EDIS</u> <u>302-827-4412</u> <u>302-528-1067</u> <u>lthompson@ediscompany.com</u>
12. <u>Rob Rettig</u>	<u>Merit Mechanical</u> <u>302-366-8601</u> <u>302-368-3392</u> <u>trettig@meritmech.com</u>
13. <u>Mike Delog</u>	<u>John L. Briggs</u> <u>302-856-7033</u> <u>302-856-7085</u> <u>contact@jlbriggsco.com</u>
14. <u>Louis Deldeo</u>	<u>Deldeo Builders</u> <u>302-791-0243</u> <u>302-791-0245</u> <u>loudeldeo@comcast.net</u>
15. <u>Ryne Johnson</u>	<u>Advantech</u> <u>302-674-8405 x102</u> <u>302-674-3698</u> <u>ryne.johnson@advantechsecurity.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

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**PRE-BID
SIGN IN SHEET**

REPRESENTATIVE

FIRM / PHONE / FAX / EMAIL

16. Larry Bathon

Bathon Builders
410-398-0800
410-398-0246
lbathon@bathonbuilders.com

17. Tony Ventresca

Ventresca Bros.
302-658-6436
302-658-2360
tony@ventrescabros.com

18. Ryan Jackson

Amakor
302-834-8664
302-834-8687
amakor@aol.com

19.

20.

Pre Bid Meeting MINUTES

Date: November 14, 2018

Project: DeIDOT Administration Building –
Phase II Renovation & OCR Compliance

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.

General

1. RFI and questions are to be submitted via email to the following StudioJAED contacts: Pamela Babuca (babucap@studiojaed.com), Nimesh Patel (pateln@studiojaed.com), and Dana Dawson (dawsond@studiojaed.com)

Pre Bid Meeting Minutes

1. Introductions
2. Reviewed Scope
 - a. Overall project scope.
3. Other Related Work
 - a. Flooring provided under separate state contract. Contractor responsible for coordinating with vendor.
 - b. Furniture provided under separate state contract.
 - c. Simultaneous New Parking Lot Project.
 - d. Reviewed DART Bus / Bike Shelter
4. Reviewed Alternates
 - a. Alternate 1 – Stair Tower Door & Storefront Replacement
 - b. Alternate 2 – South Lobby Front Plaza Canopy
 - c. Alternate 3 – Rear Courtyard Renovation
 - d. Alternate 4 – Ice Melt System at Front Plaza
 - e. SJ to revise Alternate #4 from New Parking Lot to Ice Melt System
5. Reviewed Bid Form
 - a. Complete forms as presented, do not edit or alter.
 - b. Provide all information requested in full or bid will not be accepted.
 - c. Employee drug testing form is required from general contractor.
 - d. Acknowledge all addendums as individual items.
 - e. Include a copy of your business license, not just a number.
6. Review Sub Contractor List
 - a. SJ to include a revised list of required sub-contractors
 - i. Carpentry
 - ii. Concrete
 - iii. Electrical
 - iv. Fire Protection
 - v. Masonry
 - vi. Mechanical
 - vii. Plumbing
 - viii. Signage
 - ix. Structured Cabling
7. Reviewed Allowances
 - a. SJ to provide revision to allowances pertaining to signage.
8. Prevailing Wage Project
 - a. Rates included in specifications. (Confirm)
9. Schedule
 - a. Anticipate prompt award and commencement after bids are received.

- b. Substantial completion date by June 2019.
 - c. Site work starting March with substantial completion by June 2019.
10. Lay Down Area, Security and Occupancy
- a. All immediate areas adjacent to construction will be occupied for the duration of the project.
 - b. Contractor is responsible for coordinating with DelDOT and facilities, on a daily basis as to location of work etc.
 - c. Contractor to provide all measures for pedestrian control and safe occupant passage for project duration. Includes appropriate floor / wall protection as required outside space.
 - d. Laydown space within designated construction area.
 - e. Contractor parking / staging areas to be in adjacent loading dock and DelDOT designated future parking lot. Appropriate fencing / access to be provided by contractor.
 - f. Ramped entrance is available for transport of items to the project area. Contractor responsible for coordinating with DelDOT to provide adequate advanced notice to building occupants.
11. Subcontractor Site Visit schedule for Tuesday 11/20 from 12 – 2
12. No liquidated damages
13. Bid-Opening pushed to 12/6
14. Questions pushed to 11/28
15. Conducted site walk thru.

END