

**Addendum
No. 1**

Date: August 18, 2020
Project: Dover DMV Inspection Lanes – Roof Replacement
Project No: MC5511000028

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. Project Identificaton**

DFM Project #MC5511000028
StudioJAED Project #19077
Dover DMV Inspection Lanes

- Attendance at this meeting is a prerequisite for bidding on this contract. Attendees must be present for the entire meeting, including final roll call at end of meeting.
- Sealed bids are due at 10:00 am on Thursday, August 27, 2020 at Division of Facilities Management, Thomas Collins Building, 540S.DuPont Highway, Suite 1 (Third Floor), Dover, DE 19901. Bids will be opened and read aloud at 10:30 am. To attend the bid opening, the public may participate by joining the meeting at Webex.com, with the meeting number and password indicated in the Advertisement for Bids. There will be no in-person meeting.

Only bids submitted to the “BIDS” mailbox or by hard copy to Thomas Collins will be accepted. No hand delivery of bids will be accepted.

DO NOT request a “notification of receipt” or a “read receipt” because these emails will be blocked by the States security system and diverted to a spam mailbox. Automatic acknowledgement to “read receipt” will not be sent.

DO NOT wait to the last minute to submit via email. Remember that email is not instant.

The “BIDS” mailbox is not monitored unless bids are due and the mailbox is not to be used for any purpose other than bid submission.

Bidders will receive an email acknowledgement that documents have been received. DO NOT call the Project Manager or A/E, they do not have access to the “BIDS” mailbox.

- The deadline for RFIs to StudioJAED is Thursday, August 20, 2020 at 2:00 pm.
- RFI and questions are to be submitted via email to Amanda Bouwer and Paul Guggenberger at StudioJAED.

bouwera@studiojaed.com
guggenbergerp@studiojaed.com

All questions will be responded to in an Addendum which will be provided to all participants on the call.

- A Site Visit is scheduled for Thursday, August 20 at 9:00. Meet in the parking lot.**

Pre Bid Meeting Minutes

1. Roll Call – Names/Companies of attendees were confirmed.
 - a. All attendees are directed to email contact information (company name, contact name, phone number, email address to Paul Guggenberger at StudioJAED and indicate whether or not you would like to visit the site.
guggenbergerp@studiojaed.com
2. Review Scope
 - a. All work associated with Inspection Lanes Main Building.
 - i. Demolition of existing roof over office area including EPDM roof system over built – up roof system, installation of new SBS roof system, and all associated.
 - ii. Repair of EPDM roof system over inspection lanes and all associated work.
 - b. All work associated with the Secondary Building
 - i. Demolition of existing built-up roof system and installation of new SBS roof system and all associated work.

Note that work at the Main Building and work at the Secondary Building comprise the base bid and will be awarded and performed simultaneously.

3. Review 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. Acknowledge all addendums as individual items.
 - d. Contract time shall indicate full contract time from Notice to Proceed through Closeout.
 - e. Include a copy of your business license, not just a number.
 - f. **For emailed submissions, a hard copy of the Bid Form must be delivered to the Tom Collins Building within 5 business days of the bid opening or the emailed bid will be determined to be non-responsive.**
4. Review Sub Contractor List
 - a. Roofing
 - b. Metal Fabrications
 - c. Plumbing
5. Review Alternates
 - a. Alternate No. 1 – Roof Ladder:
 - i. Cleaning, preparation, painting, painting of roof ladder provided by Owner. Installation of roof ladder, installation of 5'x5' concrete pad, and repair of existing roof fill at installation location.
6. Review Unit Prices
 - a. None

7. Review Allowances

- a. Allowance No. 1: Owner's Contingency – For general contingencies and repairs, the remaining balance of which is to be returned to the Owner by credit change order at project conclusion. Ten thousand and 00/ 100 dollars (\$ 10,000.00)

8. Prevailing Wage Project

- a. 2020 wage rates apply. These are included on the Bid Solicitation Directory and will be added to the Spec Book by Addendum.

9. Schedule

- a. We anticipate 4 to 6 weeks to issue the contract for construction.

10. Contractor Use of Premises

- a. Construction Operations: Limited areas noted on drawings.
 - i. Work hours are 7:00 am to 4:30 pm, Monday through Friday. Alternate hours will only be considered on a special-need basis.
- b. Arrange use of site and premises to allow:
 1. Owner occupancy
 2. Use of site and premises by the public.
- c. Provide access to and from site as required by law and by Owner:
 1. Emergency building exits during construction: keep all exits required by code open during construction period; provide temporary exits sign if exit routes are temporarily altered.
 2. Do not obstruct roadways, sidewalks, or other public ways without permit.
- d. Existing building spaces may not be used for storage.
- e. Time restrictions:
 1. Limit conduct of especially noisy exterior work to after normal work hours.
- f. Utility outages and shutdown:
 1. Limit disruption of utility services to hours the building is unoccupied
 2. Do not disrupt or shut down life safety systems, including but not limited to fire sprinklers and fire alarm system, without 7 day notice to Owner and authorities having jurisdiction.
 3. Prevent accidental disruption of utility services to other facilities.

11. Inspection

- a. The owner will engage a third party inspector for the project as necessary. Contractor shall coordinate schedule and activities with the inspector if necessary.

12. Permitting

- a. All construction permit submissions and fees shall be by the contractor.

13. Abatement

- a. Asbestos has been identified at the small, secondary building. The roof membrane and flashings will be removed in their entirety by the Environmental Contractor under separate contract. The General Contractor for this project shall be responsible for scheduling the work of the Environmental Contractor. It is anticipated that work will be completed in one night.

14. Dates and times for site visits will be arranged

- a. With your contact information, notify Paul Guggenberger at StudioJAED if you are requesting a site visit.

15. Roll Call – Names/Companies of attendees were confirmed.

- a. All attendees are directed to email contact information (company name, contact name, phone number, email address) to Paul Guggenberger at StudioJAED and indicate whether or not you would like to visit the site.

guggenbergerp@studiojaed.com

Questions and Answers:

1. Approximately how many square feet for each of the jobs?

Main Building – Office: ±3,700sf

Remove EPDM and replace with SBS

Main Building – Drive Lanes: ±13,400

Repair EPDM

Car Seat Inspection: ±800sf

Remove Built-up and replace with SBS

Changes to Specifications:

1. 00 41 13 - Bid Form

- a. A contract period of 90 days is indicated on page 3 of the Bid Form.
- b. Revised Subcontractor List.
- c. Removed the Affidavit of Craft Training Compliance. The affidavit is no longer required at bid time. Note that the form and subcontractor's information regarding craft training as outlined in the affidavit are required prior to contract execution.

Attachments:

1. Pre-Bid Sign-in Sheet: Please see attached sheet for a list of the attendees at the mandatory pre-bid.
2. Affidavit of Craft Training Compliance
3. Specification Section 00 41 13 - Bid Form

End

Pre-Bid Meeting

Date: August 12, 2020
 Project: Dover DMV Inspection Lanes – Roof Replacement
 Project No: MC5511000028

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.

Attendee List

Company	Contact	Email
State of Delaware, DFM	John Dunham	john.dunham@delaware.gov
StudioJAED	Paul Guggenberger	guggenbergerp@studiojaed.com bouwera@studiojaed.com
Delaware Division of Motor Vehicles	Vanessa Briddell	vanessa.briddell@state.de.us
Quality Exteriors, Inc.	Jason Stallings	jason@qexteriorsinc.com
D.A. Nolt, Inc.	Matt Ott	matt@danolt.com
P&C Roofing	Michael Cuocolo	michael@pcreofinginc.com
Ferrell Roofing	Luke Geddes	lgeddes@farrellrofiginc.com
Jottan Inc.	Ray Lindsey	ray@jottan.com
D Project Inc.	Bill Tziamouranis	bill@dproject.co
Coty Cribb	CTA Roofing	coty@ctarroofing.com mark@ctarroofing.com
Detwiler Roofing, LLC	Nick Savitsky	plans@detwilerroofing.com
Alpha Omega Construction	Eleni Ktistakis	eleni@alphaomegacg.com michael@alphaomegacg.com
Dynamic General Contracting	Ioannis Kiotsekoglou	dynamicgeneral@gmail.com
First Line Contracting	Alfredo Melgarejo	office@firstlinegc.com
Commonwealth Construction	Bill Booth	bbooth@itscommonwealth.com
Blue Fin	Liz Thompson Patrick Fricko Jim Gould	lthompson@bluefinllc.com pfricko@bluefinllc.com jgould@blufinllc.com

END

**DOVER DMV INSPECTION LANES ROOF REPLACEMENT
303 TRANSPORTATION CIRCLE
DOVER, DE 19901
CONTRACT NO. MC5511000028**

**AFFIDAVIT OF
CRAFT TRAINING COMPLIANCE**

We, the contractor, hereby certify that we and all applicable subcontractors will abide by the contractor and subcontractor craft training requirements outlined below for the duration of the contract. Craft training is defined as “an apprenticeship program approved by and registered with any State apprenticeship agency or the United States Department of Labor.”¹ A list of crafts for which there are approved and registered training programs is maintained by the Delaware Department of Labor and can be found at https://det.delawareworks.com/apprenticeship/documents/Apprenticeship_Occupation_List_for_29Del6962_Compliance.pdf. If you have questions regarding craft training programs, please submit them in writing to the Delaware Department of Labor at: apprenticeship@delaware.gov. The Craft Training Compliance Affidavit must be submitted prior to contract execution. In addition to this Affidavit, all information pertaining to craft training for subcontractors must also be submitted prior to contract execution. Information to be provided is the craft, company name, registration number (indicate DE, US DOL or identify other state) or that craft training requirements do not apply and the reason.

In accordance with Title 29, Chapter 69, Section 6962(d)(13) of the Delaware Code, contractors and subcontractors must provide craft training for journeyman and apprentice levels if **all** of the following apply:

- A. A project meets the prevailing wage requirement under Title 29, Chapter 69, Section 6960 of the Delaware Code.
- B. The contractor employs 10 or more total employees.
- C. The project is not a federal highway project

Failure to provide required craft training on the project may subject the successful contractor and/or subcontractor(s) to penalties as outlined in Title 29, Chapter 69, Section 6962(d)(13) of the Delaware Code.

Craft(s) _____

Contractor Name: _____

Contractor Address: _____

**Contractor Program
Registration Number** _____

On this line also indicate whether DE, Other State (identify) or US Registration Number

Or

Craft Training requirements are not applicable because: _____

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 TO BE CONSIDERED.

¹ Title 29, Chapter 69, Section 6902(7) of the Delaware Code.

Roof Replacement
MC5511000028

Addendum 1: 8-12-2020
Dover DMV Inspection Lanes
July 15, 2020

DOVER DMV INSPECTION LANES ROOF REPLACEMENT
303 TRANSPORTATION CIRCLE
DOVER, DE 19901
CONTRACT NO. MC5511000028

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:

UNIT PRICE: None

ALLOWANCES

Allowances conform to applicable project specification section. Refer to the specifications for a complete description of the following allowances:

ALLOWANCE NO. 1: OWNER'S CONTINGENCY

For general contingencies and repairs, the remaining balance of which is to be returned to the Owner by credit change order at project conclusion. Ten thousand and 00/100 dollars (\$10,000.00).

DOVER DMV INSPECTION LANES ROOF REPLACEMENT
303 TRANSPORTATION CIRCLE
DOVER, DE 19901
CONTRACT NO. MC5511000028

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 90 (Ninety) 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
Bid Security
(Others as Required by Project Manuals)

Affidavit of Employee Drug Testing Program
Affidavit of Contractor Qualifications

DOVER DMV INSPECTION LANES ROOF REPLACEMENT
303 TRANSPORTATION CIRCLE
DOVER, DE 19901
CONTRACT NO. MC5511000028

BID FORM

SUBCONTRACTOR LIST

In accordance with Title 29, Chapter 69, Section 6962(d)(10)b of the Delaware Code, the following subcontractor listing must accompany any bid submittal. The bidder must list **in each category** the full name and address (City & State) of the sub-contractor that the bidder will be using to perform the work and provide material for that subcontractor category. Should the bidder's listed subcontractor intend to provide any of their subcontractor category of work through a third-tier contractor, the bidder shall list that third-tier contractor's full name and address (City & State). **If the bidder intends to perform any category of work itself, it must list its full name and address.** For clarification, if the bidder intends to perform the work themselves, the bidder **may not** insert "not applicable", "N/A", "self" or anything other than its own full name and address (City & State). To do so shall cause the bid to be rejected. In addition, the failure to produce a completed subcontractor list with the bid submittal shall cause the bid to be rejected. If you have more than three (3) third-tier contractors to report in any subcontractor category, print out additional page(s) containing the appropriate category, complete the rest of your list of third-tier contractors for that category, notate the addition in parentheses as (CONTINUATION) next to the subcontractor category and an asterisk (*) next to any additional third-tier contractors, and submit it with your bid.

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City & State)</u>	<u>Subcontractors tax-payer ID #</u> <u>or Delaware Business license #</u>
1. Roofing	_____	_____	_____
A.	_____	_____	_____
B.	_____	_____	_____
C.	_____	_____	_____
2. Metal Work	_____	_____	_____
A.	_____	_____	_____
B.	_____	_____	_____
C.	_____	_____	_____

Addendum 1: 8-12-2020

Dover DMV Inspection Lanes
July 15, 2020

Roof Replacement
MC5511000028

DOVER DMV INSPECTION LANES ROOF REPLACEMENT
303 TRANSPORTATION CIRCLE
DOVER, DE 19901
CONTRACT NO. MC5511000028

BID FORM (Continued)

3. Plumbing

- A.
- B.
- C.

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

DOVER DMV INSPECTION LANES ROOF REPLACEMENT
303 TRANSPORTATION CIRCLE
DOVER, DE 19901
CONTRACT NO. MC5511000028

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 MC1002000448 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.

DOVER DMV INSPECTION LANES ROOF REPLACEMENT
303 TRANSPORTATION CIRCLE
DOVER, DE 19901
CONTRACT NO. MC5511000028

BID FORM

**AFFIDAVIT
OF
CONTRACTOR QUALIFICATIONS**

We hereby certify that we will abide by the contractor's qualifications outlined in the construction bid specifications for the duration of the contract term.

In accordance with Title 29, Chapter 69, Section 6962(d)(10)b.3 of the Delaware Code, after a contract has been awarded the successful bidder shall not substitute another subcontractor whose name was submitted on the Subcontractor Form except for the reasons in the statute and not without written consent from the awarding agency. Failure to utilize the subcontractors on the list will subject the successful bidder to penalties as outlined in the General Requirements Section 5.2 of the contract.

Contractor Name: _____

Contractor 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.

DOVER DMV INSPECTION LANES ROOF REPLACEMENT
303 TRANSPORTATION CIRCLE
DOVER, DE 19901
CONTRACT NO. MC5511000028

BID FORM

**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.

END OF BID FORM