



ARCHITECTURE  
ENGINEERING

# ADDENDUM 01 TO CONTRACT DOCUMENTS

**Date:** August 6, 2020

**To:** Bidders

**From:** Becker Morgan Group, Inc.

**Copies:** State of Delaware  
Office of Management & Budget  
Division of Facilities Management

**Project:** **Wilmington DMV CDL Test Pad Sand Filter Renovations**  
Wilmington, Delaware

**Project Number:** BMG Project No. 2015142.09  
State Contract No. MC5511000032

**Subject:** **ADDENDUM NO. #01**

**NOTICE:** Attention is called to the following item(s), effective as of the date above, which shall be added to, deleted from, or changed in the contract documents dated June 29, 2020, and any previously issued addenda, thereby incorporating these items into the contract.

### PRE-BID MEETING MINUTES:

Item No.	Description
1.01	Mandatory pre-bid meeting commenced at 9:00 am on Wednesday, August 5, 2020 via Webex Video Conference. DFM and BMG conducted the meeting and attendance was done by “roll call”. Bidders must be in attendance during the entire meeting to submit bids. Pre-bid attendance sheet attached.
1.02	Project representatives were introduced. <ul style="list-style-type: none"> <li>Andrew Colletti (Becker Morgan Group), Wayne Sharp (Becker Morgan Group), John Dunham (DFM), Vanessa Briddell (DelDOT/DMV), Kathy Stevenson (DelDOT/DMV)</li> </ul>
1.03	Bids are due by 2:00 pm, Thursday, August 20, 2020. <ul style="list-style-type: none"> <li>Submit by either “mail” or electronic mail (email)</li> <li>If email, the bid must be in the form of a PDF attachment and enter “<b>OMB/DFM CONTRACT NO. MC5511000032 – WILMINGTON DMV CDL TEST PAD SAND FILTER RENOVATIONS - SEALED BID - DO NOT OPEN.</b>” In the subject line. The bidder must also provide a mailed hard copy of the entire submission shall be sent by mail within five (5) business days of the bid submission deadline.</li> <li>The bid opening will be held through electronic means and the instructions are in the Invitation to Bid. The bid opening will begin at 2:30 pm local time on August 20, 2020 Webex Video Conference.</li> <li>Email bids must be submitted <b>ONLY</b> to the state Bid email at <a href="mailto:DFM-BID@delaware.gov">DFM-BID@delaware.gov</a>, and not to any other email. the mailbox is not monitored so do not submit questions or anything else other than the bid Submission. Do not ask for a delivery or read receipt or your email might go into SPAM!</li> </ul>

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1.04	Bid submissions should include proper bid documents as enclosed in the project manual.
1.05	The project will require bid, payment and performance bonding. All bond forms and requirements are outlined in the project manual.
1.06	<p>Subcontractor lists should be included with bid as per the design manual.</p> <ul style="list-style-type: none"> <li>• Subcontractor list was reviewed and additions/deletions were requested and discussed. See revised Subcontractor List as part of revised Specification Section 004113 - Bid Form, attached.</li> <li>• All attending was made aware that ALL Subcontractors must be listed, if self-performing, the General Contractor must list themselves, no Subcontractor shall be left blank or listed as "NA".</li> <li>• All attending was made aware the third-tier subcontractors MUST be listed on the Subcontractor List where indicated by line A, B &amp; C. If additional third-tier subcontractors are needed they should be penciled in and labeled as D, E, etc. If there are no third-tier subcontractor or less than the three indicated on the form, the lines are to be left "blank", no third-tier Subcontractor shall be listed as "NA".</li> </ul>
1.07	The project is a state project and will require state wage rates. The rates are provided in the Project Manual.
1.08	<p>Bidder's Requests for Information (RFI) may be submitted as hard copies or electronically to Becker Morgan Group; Attn: Andrew Colletti (<a href="mailto:acolletti@beckermorgan.com">acolletti@beckermorgan.com</a>) and Wayne Sharp (<a href="mailto:wsharp@beckermorgan.com">wsharp@beckermorgan.com</a>). RFI's should be submitted on company letterhead and numbered. If submitted electronically, RFI's should be as a separate pdf file and NOT part of the "email".</p> <p><b>NOTE: Andrew's email from the Pre-bid meeting was wrong, use email above</b></p>
1.09	Any substitution requests should be submitted for architect's approval per project manual instructions prior to use.
1.10	Last date for RFI submission will be 7 days prior to Bid date/time, and the last addendum will be issued no later than 4 days prior to Bid date/time.
1.11	Contracting requirements are as outlined in the project manual.
1.12	Bidders should include an allowance of \$10,000. Any requests for use of allowance funds must be done using the State of Delaware's new Allowance Authorization Form, included in the project manual.
1.13	BMG reviewed the scope of the project and reviewed the drawing package.
1.14	<p>Work Restrictions:</p> <ul style="list-style-type: none"> <li>• Work should be done during normal business hours (7am-5pm)</li> <li>• Weekend hours or after hours work must be approved by owner before commencing</li> <li>• Drug and background screenings are NOT required per DFM</li> <li>• No tobacco or controlled substances allowed on site</li> </ul>
1.15	<p>Unit Prices for the project are as follows:</p> <ul style="list-style-type: none"> <li>• Unit Price 1 – Additional Chamber Lids.</li> </ul>
1.16	For any bidder wishing to inspect the project site, a site visit is scheduled for 9:00 am, Wednesday, August 12, 2020, Since the meeting cannot exceed 10 participants, email John Dunham, <a href="mailto:john.dunham@delaware.gov">john.dunham@delaware.gov</a> to provide a head count of who is planning on attending. Everyone is to meet at the CDL Test Pad located in the northeastern (back) part of the property, around the inspection lanes, building 1, on the left.

1.17	<p>Contractor Questions:</p> <ul style="list-style-type: none"> <li>• Question 01 – Please provide clarification if the Metalworks subcontractor includes the concrete rebar and/or the steel angle lid support.</li> <li>• Answer 01 – Just the steel angle lid support.</li> <li>• Question 02 – Is testing by the Owner or the Contractor? If Contractor, clarify what testing is required.</li> <li>• Answer 02 – Testing will be by Owner.</li> </ul>
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**RFI's**

*(Italicized questions still pending)*

*(Shaded questions answered in previous Addenda)*

<b>Diamond Materials RFI 1</b>	
Item	Description
1	<p>Q01: Who is responsible for materials testing, and if the contractor is responsible, could you please identify what materials are applicable for QA/QC testing?            A01: Testing will be by Owner.</p> <p>Q02: In specifications section 12200 Unit Prices, Section 3.1, A, Number 4, indicates that the base bid is to provide 20 steel chamber lids and/or grates to replace damaged lids and/or grates beyond the 20 units to be provided as part of the Base Bid. However, on drawing C100, Note 4, indicates any grates or solid covers that are dilapidated should be replaced. Could you please clarify the quantity of solid lids and/or grates that the Contractor is to provide in the Base Bid?            A02: 20 grates and/or solid covers are to be replaced as part of Base Bid, Unit Price 01 will apply to any additional grates and/or solid covers that are determined to be deteriorated to the degree that requires replacement.</p>

**PROJECT MANUAL CHANGES:**

Item	Description
1	<p>Section 004113 – Bid Form:            A. Delete Section 004113 – Bid Form in its entirety, Substitute the attached revised Section, dated 08/06/2020.</p>

**DRAWING CHANGES:**

Item	Description
1	<p>C101:            A. Delete Note No. 4 in its entirety, Substitute as follows:            4. Replace 20 existing grates and/or solid covers as part of the Base Bid scope of work. Any additional grates and or solid covers that are determined to be deteriorated to the degree that requires replacement will be provide under Unit Price No. 01.</p>

**CHANGES TO ADDENDA**

Item	Description
1	N/A

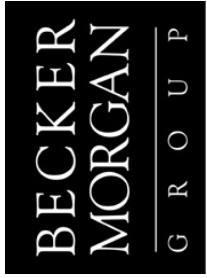
**LIST OF ATTACHMENTS**

Item	Description	
1	Pre-bid Sign-in sheet	08/06/2020
2	Section 004113 – Bid Form	08/06/2020

**END OF ADDENDUM # 01**

cc: All attendees

MC5511000032\_Addendum01.doc



# Meeting Attendance – Pre-Bid Webex Video Conference

Date / Time : Wednesday, August 5 @ 9:00 am

Project Name: Wilmington DMV CDL Test Pad Sand Filter Renovations

Project No. / Contract No. : 2015142.09 / MC5511000032

Location: Webex Video Conference

ARCHITECTURE  
ENGINEERING

**Attendees (Please print legibly)**

NAME	AGENCY/COMPANY	TELEPHONE	EMAIL	FAX
Wayne Sharp	BMG	302-734-7950	wsharp@beckermorgan.com	302-734-7965
Andrew Colletti	BMG	302-734-7950	acolletti@beckermorgan.com	302-734-7965
John Dunham	DFM	302-739-5644	John.dunham@delaware.gov	302-739-3037
Vanessa Briddell	DMV	302-744-2543	vanessa.mbriddell@delaware.gov	302-739-3152
Kathy Stevenson	DMV	302-434-3200	Kathy.stevenson@delaware.gov	
Stacey Bush	Amakor, Inc.	302-834-8664	amakor@aol.com	302-8348681
Donald Yanick	Castle Construction	302-326-3600	donald.yanick@castlede.com	302-326-3601
Jeff Walker Dennis Robinson	Diamond Materials	302-658-6524	jwalker@diamondmaterials.com	302-658-0684
Matt Tarr	Guardian Environmental Services Company, Inc	302-918-3070	mtarr@gesoncall.com	302-834-1959
Allyson Sheehan	Diamond Hill, Inc.	302-999-0302	msheehan@diamondhillinc.com	302-999-0801
Rob Kemske	A-Del	302-453-8286	rkemske@a-del.com	



**BID FORM**

For Bids Due: \_\_\_\_\_ (DATE)

To: State of Delaware  
Office of Management and Budget  
Division of Facilities Management  
504 South DuPont Highway, Suite 1 (Third 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:

\$ \_\_\_\_\_  
(\$ \_\_\_\_\_ )

**ALLOWANCES**

Allowance value(s) indicated are included in the Base Bid as indicated in the Bid Form.

ALLOWANCE No. 01: Contingency Allowance: Include a contingency allowance of \$10,000.00 for use according to Owner's written instructions.

Contingency Allowance No. 1: Ten Thousand Dollars  
(\$ 10,000.00 )

**UNIT PRICES**

Unit prices conform to applicable project specification section. Refer to the specifications for a complete description of the following Unit Prices:

	<b><u>ADD</u></b>	<b><u>DEDUCT</u></b>
UNIT PRICE No. 1: <u>Additional Sand Filter Lid and/or Grate</u>	\$ _____	\$ _____

**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 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 Contractor Qualifications
- Affidavit of Craft Training Compliance
- Affidavit of Employee Drug Testing Program
- Bid Security
- Delaware Business License
- (Others as Required by Project Manuals)



## 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.

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City &amp; State)</u>	<u>Subcontractors tax-payer ID # or Delaware Business license #</u>
1. Concrete	_____	_____	_____
A.	_____	_____	_____
B.	_____	_____	_____
C.	_____	_____	_____
2. Metalwork (stl angles)	_____	_____	_____
A.	_____	_____	_____
B.	_____	_____	_____
C.	_____	_____	_____
3.	_____	_____	_____
A.	_____	_____	_____

- B. \_\_\_\_\_
- C. \_\_\_\_\_
  
- 4. \_\_\_\_\_
- A. \_\_\_\_\_
- B. \_\_\_\_\_
- C. \_\_\_\_\_
  
- 5. \_\_\_\_\_
- A. \_\_\_\_\_
- B. \_\_\_\_\_
- C. \_\_\_\_\_

**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.**

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**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.**

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**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.”<sup>1</sup> 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/documents/Apprenticeship/Apprenticeship%20Occupations.pdf?20190215>. Information pertaining to subcontractor craft training programs shall be provided by the contractor prior to contract execution.

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/Subcontractor Program  
Registration Number** \_\_\_\_\_

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

**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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**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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