

**Roof Repairs**  
**At 900 King Street**  
**Wilmington, DE 19801**

**ADDENDUM #1**  
**February 15, 2020**

**OMB/DFM Contract No. MJ10020000020**

The following document is intended to amend the Project Manual and Drawings (dated January 13, 2020 issued for bidding) for the above referenced project.

**Pre-Bid Meeting: 9:30 a.m., February 12, 2020**

**ATTENDEES**

Chip Lieber	OMB/DFM
Michael Jacobs	OMB/DFM
Mike Travers	DFM
Coty Cribb	CTA Roofing
John Detwiler	Detwiler Roofing
Mike Ktistakis	Alpha Omega Construction
Matt Ott	D.A. Nolt, Inc.
Michael Cuocolo	P&C Roofing
Tim Brown	H.K. Griffith
Joe Havens	Jottan Inc.
Buck High	Tri-State Roofers
Brad Smith	PRS/Bluefin
Juan Martinez	D. Shinn, Inc.
Matt Karacz	Union
Bob Spring	Cooperson Associates

The following items were discussed during the mandatory Pre-Bid meeting on February 12, 2020 at 9:30 am. (see attached sign-in sheets):

- 1      A revised subcontractor list and an affidavit of contractor qualifications is included in this addendum and copies are attached. Remove the existing subcontractor list from the bid form and insert the attached forms.

2 Subcontractors currently listed are:

Roofing  
Metal Fabricators  
Carpentry  
Sealants  
Plumbing (roof drains)  
Painting (Alts. #1 & #2)

A category for a vacuum truck company for pea gravel and aggregate removal shall be added.

3 A follow-up meeting for painting subcontractors will be on Wednesday, February 19, 2020 at 10:00 am in the Carvel State Office Building in the same 1<sup>st</sup> floor conference room.

4 All contractor questions shall be directed to Cooperson Associates in writing (fax, email or letter). The last day for questions and addendum being issued will be February 25, 2020.

5 The parking lot behind the building is privately owned and will not be accessible to the contractors.

6 Contractors access to the roof will be exterior only. Chip will investigate whether interior access will be allowed, and arranged.

7 If interior roof access is not allowed, contractors will have to provide their own means of access.

8 The date of substantial completion of the project will be based upon the number of calendar days indicated in the contractor's bid form.

Bids are Tuesday, March 3, 2020. On-site mobilization should occur in early May, 2020.

9 Roofers asked if painting the back side (north wall facing parking lot), of the metal penthouse siding was included in Alternate #1.

Item #2 of Alternate #1 description in the project manual on page #012300-2 excludes the exterior face of those wall panels.

10 The initial moisture scan of this roof was done during December 2017. The Architect will discuss the need for a new moisture scan with Chip Lieber and will advise all concerned in a subsequent Addendum.

11 Contractors are reminded that this building and property is a no smoking site.

12 Contractors are reminded that drug testing is required randomly each month. Positive results must be reported to the State within 48 hours.

- 13 Contractors are reminded that they will be on their own with respect to parking for their personnel on this project.
- 14 Contractors are reminded that Bid Forms and AIA forms included in the project manual are to be used for this project.

**●●●●End of Addendum #1●●●●**

PROJECT NAME)  
(PROJECT LOCATION)  
(PROJECT OR CONTRACT NUMBER)

## **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.			
A.			
B.			
C.			
2.			
A.			
B.			
C.			
3.			
A.			
B.			

(PROJECT NAME)  
(PROJECT LOCATION)  
(PROJECT OR CONTRACT NUMBER)

**BID FORM (Continued)**

C.	<hr/>	<hr/>	<hr/>
4.	<hr/>	<hr/>	<hr/>
A.	<hr/>	<hr/>	<hr/>
B.	<hr/>	<hr/>	<hr/>
C.	<hr/>	<hr/>	<hr/>
5.	<hr/>	<hr/>	<hr/>
A.	<hr/>	<hr/>	<hr/>
B.	<hr/>	<hr/>	<hr/>
C.	<hr/>	<hr/>	<hr/>

PROJECT NAME)  
(PROJECT LOCATION)  
(PROJECT OR CONTRACT NUMBER)

**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.**

**Project:**            **Roof Repairs at 900 North King Street**  
**OMB/DFM Contract MJ1002000020**  
**Cooperson Associates Project #16074**  
**PRE-BID MEETING**

**Meeting Date:**   **Wednesday, Feb. 12, 2020 at 9:30 A.M.**

**Location:**        **Carvel State Office Building, 1<sup>st</sup> Floor DFM Conference Room**  
**820 North French Street, Wilmington, DE**

**Attendees:**

Name (Printed)	Representing	Email & Telephone
RICH WILSON	COOPERSON ASSOCIATES	rwilson@coopersonassoc.com (302)655-1105; (302)304-1854
CHIP LIEBER	OMB/DFM	chip.lieber@delaware.gov
MIKE JACOBS	OMB/DFM	michael.jacobs@delaware.gov
MIKE TRAVERS	DFM	michael.travers@delaware.gov
BRAD SMITH	BLUEFIN	bsmith@bluefinllc.com
JOE HAVENS	JOTTAN Inc.	Salesadmin@jottan.com 609 447 6200
Coty Cribb	CTA Roofing	Coty@CTARoofing.com 302-454-8556 Mark@CTARoofing
MATT OTT	DANOLH INC.	Matt@DANOLH.com 856-753-9333 (C) 856-753-4963 (F)
Juan Martinez	D. Shinn Inc.	Juan.Martinez@DShinninc.com 302-518-3524
John Detwiler	Detwiler Roofing	Becky@detwilerroofing.com 717 200 4000

# COOPERSON ASSOCIATES

ARCHITECTURE

ENGINEERING

INTERIOR DESIGN

PLANNING

**Project:** Roof Repairs at 900 North King Street  
OMB/DFM Contract MJ1002000020  
Cooperson Associates Project #16074

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820 North French Street, Wilmington, DE

## Attendees:

Name (Printed)	Representing	Email & Telephone
RICH WILSON	COOPERSON ASSOCIATES	rwilson@coopersonassoc.com (302)655-1105; (302)304-1854
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MIKE TRAVERS	DFM	michael.travers@delaware.gov
BRAD SMITH	BLUEFIN	bsmith@bluefinllc.com
Tim Brown	H.K. GORTH, Inc.	tim@hkgorth.com 302-368-4635
Mike Ktistakis	Alpha Omega Construction Corp	michael@alphaomgcorp.com 717-453-0838
Buck High	TRI-STATE ROOFERS	bhigh01@comcast.net 302-218-2713
Michael Cocoli	P-C Roofing Inc	Michael@PCRofinginc.com (302) 322-6767
Matt Karacz	Union	267 530 3223