

**Sussex county election building  
Roof Replacement  
119 North Race Street  
Georgetown, Delaware 19947**

**OMB/ DFM Contract No. MJ1002000023**

**Cooperson Project # 16068**

**Addendum No.1**

**August 10, 2017**

The following document is intended to amend the project manual and drawings (dated 04-28-17 and issued for final review 06-13-17), Issued for competitive bidding for the above referenced project.

The following items were discussed at the Pre- Bid meeting on August 10, 2017. The meeting attendance sign-in sheets are attached:

**Pre- Bid Meeting:**

PROJECT:	<b>Sussex county elections building roof replacement OMB/ DFM contract NO MJ1002000023</b>	
DATE:	August 10, 2017, 1:00 pm	
LOCATION:	Sussex County Elections Building	
Date Typed:	August 11, 2017	
ATTENDEES:	Terri McCall Sean Gooden Kristin Walbert Jason Stallings Mike Makdad Micharl Cuoculo Nick Casparo Dale Jackson Rich Wilson	OMB/DFM OMB/DFM Tecta America East Quality Exteriors, Inc Quality Exteriors, Inc P & C Roofing, Inc D.A. Nolt H.K. Griffith, Inc Cooperson Associates (CA)

- 
1. Bids are due Tuesday, August 29, 2017, By 10:30 am. At Thomas Collins Building, third floor, Suite 1, Dover DE.
  2. Bids must be summited on the forms that are included in the project manual.

3. The Sub- Contractors List was discussed and accepted as written. Sub-List must be completed with no blank spaces and no extra lines, even if the prime contractor intends to perform all tasks without any sub-contractors. Each line must be completed. (No NAS, No Dittos, No -, Etc.)
4. The project is a certified wage rates project. Wage rates are in the project manual.
5. Employee drug testing (random Tests) must be done for the prime contractor's personnel and all sub-contractors' personnel. The drug testing affidavit and reporting forms are in the project manual.
6. Contractors may visit the roof today, and a second visit is scheduled for August 22, 2017 at 11:00 am if required. Anyone planning to make the second visit should advise Terri McCall at Least One Day In advance. Terri will meet you on site.
7. The last day for questions and for issuing addendum will be August 23, 2017 (Wednesday).
8. The target date for starting the project on site is late September, with substantial completion achieved by early December. (weather Permitting)
9. There are asbestos containing flashing materials on the low roof. Abatement of asbestos materials will be done by a certified abatement contractor under a separate contract with the State of Delaware. Temping In of the roof after abatement is done will be done by the roofing contractor as a part of his contract.

An aerial photo of the area to be abated is attached for informational purposes.

10. The bid form lists one unit price for replacing structural metal deck, which is pre-established as \$15.00/ sq. ft. contractors shall use the 15.00/ sq.ft. Indicated on the bid form and in the technical specs.
11. The bid form lists one contingency allowance of \$10,000.00 which shall be included in the contractors bid.
12. The roof cores taken by PRS and Harvard Environmental on 6/8/2017 revealed the following regarding the composition of the existing building roof areas:  
High Roof: metal deck 2" fiberboard, BUR ,4.5" tapered ISO ( 12" at high point) , R- Mer Lite Roof.  
Low Roof: Metal deck, 2" fiberboard, 1" ISO, R- Mer lite roof (structural deck slopes)
13. Request for substitutions will be entertained only through prime contractors, during the bidding period, and per the project manual specifications.
14. If contractors need access to the building interior, authorization must be given by the building occupants and / or DFM
15. Normal work hours will be 7:00 am- 3:30 pm Monday through Friday. Requests to be allowed to work on the weekend days will require DFM authorization.
16. Front parking lot (Race St. Side) will be used for contractors parking and staging/ storage area and shall be fenced in with lockable fence gates.
17. DFM will provide location for temporary toilet facilities.
18. Site and building are State owned and are a "non- Smoking" area.

19. The grassy site on the South side of the building is owned by the adjacent neighbor, not the state. **Daily Policing of the site will be required on all sides of the building perimeter.**

20. Furnish and install two(2) fixed wall mounted, roof access ladders as follow:

**Ladder "A"**- Caged fixed wall- mount ladder w/ roof top hand railings. Height of wall at ladder location is 16' +/-.  
Contractor to verify.

**Ladder "B"**- Fixed wall- mount ladder w/ rooftop handrail. Height of wall at ladder location is 4'-6" +/-.  
Contractor to verify.

Both ladders construction to be of welded, galvanized steel. Side rails shall be ¼ "x2"x2" steel angles. Standoff mounting brackets shall be 7" +/- . Climbing rungs shall be ¾" round corrugated steel at 12" on center. Ladders shall be OSHA compliant.

Both ladders walk- thru handrails shall extend to 42" above the roof landing surface.

Ladder "A" shall be complete with an industrial ladder security door and related hardware. Construction shall be galvanized steel. Door shall be sized to secure the lower 7' to 8' of the ladder.

Ladders shall be as manufactured by Alaco Ladder co, Cotterman Ladders, or Approved equal.

Contractors shall submit product data sheets and shop drawings for architect's review and approval prior to fabrication.

21. Refer to sketch drawing ADD/SK-1 included with this addendum for locations of ladders "A" and "B".

\*\*\*END OF ADDENDUM NO. 1\*\*\*

Respectfully submitted,

**Cooperson Associates**



Richard A. Wilson

**THE ABOVE IS BELIEVED TO BE AN ACCURATE RECORD OF DISCUSSIONS AND DECISIONS. IF ANY ADDITIONS OR CORRECTIONS ARE TO BE MADE TO THIS DOCUMENT, PLEASE NOTIFY COOPERSON ASSOCIATES AT 302-655-1105 WITHIN FIVE (5) DAYS OF RECEIPT. WITHOUT SUCH NOTIFICATION, THIS DOCUMENT WILL BE CONSIDERED A STATEMENT OF FACT.**

### AERIAL AND STREET VIEWS OF THE FACILITY





