

Roof Replacement
At the Kent County Fire Marshal Office Building
1537 Chestnut Grove Road
Dover, Delaware

ADDENDUM #1
March 23, 2017

OMB/DFM Contract No. MJ1002000026

The following document is intended to amend the Project Manual and Drawings dated September 16, 2016 and issued for bidding March 6, 2017 for the above-referenced project.

Pre-Bid Meeting:

John Dunham	OMB/DFM
Rich Wilson	Cooperson Associates
Dan Dowens	HK Griffith
Caroline Smith	Jottan, Inc.
Joseph Adams	Wilkinson Roofing & Siding
Matt Papa	P&C Roofing, Inc.
Jason Stallings	Quality Exteriors, Inc.
Matthew Tetrick	Farrell Roofing, Inc.
Dennis Virelli	D.A. Nolt
John M. Peck	Garvey Roark LLC
Bill Tziamoudanis	D. Project, Inc.
Angelo G.	D. Project, Inc.
Brian Franchi	ABC Supply
Mike KEnefic	GAF
Dan Rankin	Kirkin Roofing LLC

The following items were discussed during the mandatory Pre-Bid meeting on March 21, 2017 at 1:30 PM (see attached sign-in sheet-2):

1. The project is a complete roof tear off and replacement project of approximately 9,600 SF of fully adhered EPDM roofing.
2. Bids are due Wednesday, April 5, 2017 by 2:30PM per the public advertisement included in the project manual and the envelope shall be address as set forth in the advertisement.

3. The contractors were reminded about the importance of the following bid submittal items:
 - a. The bid must be submitted using the bid form that is included in the Project Manual, the bid form is not to be modified in any way.
 - b. A copy of the Contractor's Delaware Business License must be attached to the bid form.
 - c. The sub-contractor's list must be completely filled in, (No blank lines, no "NA"). If the contractor does not have sub-contractors, he must list his company for all categories.
 - d. The contractor must list addenda received as "Addendum No. 1", "Addendum No. 2", "Addendum No. 3", etc. (Not Addenda # 1-3, etc.)
 - e. The non-collusion statement must be complete and notarized.
 - f. Affidavit of Employee Drug Testing Program must be completed.
 - g. The bid bond submitted with the bid must be the "Bid Bond" form that is included in the Project Manual.
4. The project completion time is seventy-five (75) calendar days as set forth in the bid form. The projected start date is early June 2017.
5. Requests for information, clarifications, or product approvals must be submitted to Cooperson Associates by the bidding contractor in writing. (Letter, fax, or emails are acceptable.), during the bidding period not after bids are received.
6. The cut-off date for contractor's requests and for issuance of the last addendum is Thursday, March 30, 2017.
7. There is one Contingency Allowance in the amount of \$10,000 shown on the bid form and described in the Project Manual; there is one unit price shown on the Bid Form and described in the Project Manual. The Unit Price is for roof drain replacement in the amount \$1,500.00.
8. This is a prevailing wage rates project and the certified wage rates are included in the Project Manual.
9. Roof contractor is responsible for obtaining any permits required.
10. Contractor shall schedule all work for regular daytime hours, Monday through Friday. Requests to work on weekends will need Division of Facilities Management approval. On-site work may be started any time after 6:00 AM.
11. All roof work will be inspected daily by Professional Roof Services, Inc. These inspection services will be contracted by the state, independent from the roof contract. Daily inspection reports will be distributed to the Architects by PRS and, in turn, forwarded to the State.
12. Contractor will need to provide a temporary toilet facility. (Location to be determined at the pre-construction meeting.)

13. An asbestos survey/inspection and analysis performed by Harvard Environmental on 1/5/17 indicates that the existing roof does not include any asbestos containing materials.
14. Bid documents call for tapered insulation to be provided on all areas and for a taper plan to be provided by the roof manufacturer. Submit bid per bid documents.
15. The new roof system is a cold applied, 2 ply SBS Modified Membrane with granular cap sheet on ½" cover board over ISO rigid insulation (flat and tapered) on existing metal deck. All cap sheet seams shall be heat welded, including flashing seams.
16. Approved roofing manufacturers listed in the Project Manual are Firestone, Soprema, Tremco, Inc., and Garland.
17. The project does not include liquidated damages or bonus clauses.
18. The lay down / staging area will be on the paved parking area adjacent to the building. Staging area details will be resolved at the pre-construction meeting.
19. Contractors may visit the roof today after the meeting. A second visit to the roof is scheduled for Tuesday, March 28, 2017 at 10:00 A.M. Those planning to attend a second visit should contact John Dunham at (302) 382-4392 and should meet John at the office building main entrance.
20. Access to the roof area shall be via exterior ladders.
21. Eight (8) existing roof drains shall "inspected, cleaned out, and repaired as required".
22. Use of overhead lifts for materials loading and unloading shall be done with two (2) day advance notice and approval of the state.
23. The contractors were reminded that this project is located on a "no smoking" campus, including on the roof.
24. The contractors were reminded that they will be responsible for clean-up / policing the grounds adjacent to the construction area on a daily basis.
25. The sub-contractor's list shall be completed as shown in the bid form with no blank lines and with no additions, subtractions, or modifications. A revised sub-contractor's list is attached and is a part of Addendum # 1.
26. The lightning arrestor system contractor shall be added to the Bid Form sub-contractor's list
27. The Bid Form sub-contractor's list shall indicate the skylights installation contractor not the skylights manufacturer.
28. The new skylights shall be installed on the existing curbs. Curb dimensions to be field verified.

29. A Unit Price for removal and replacement of metal roof deck shall be added to the Project Manual and the Bid Form.
30. The Architect will advise the bidding contractors of the 'Average R Value' required for the new tapered roof insulation system.
31. Drawings:
 - a. Drawing A101, Roof Plan and Details:
 - i. Delete 'Ladder up post' detail 7/A101 and all references on the plan and/or notes regarding a ladder up post. The ladder up post shall not be required.
32. Project Manual:
 - A. Bid Form
 1. Page 0041 13-1, Unit Prices is revised by having Unit Price No. 2, Remove Metal Deck, Furnish and Install New, Like Kind Metal Deck, ADDED.
 2. Page 0041 13-4, Subcontractor List is revised by adding Category #7, Lightning Arrestor System Contractor, ADDED.
 3. All Bid Form pages 0041 13-1 through and including 0041 13-6 are noted 'Addendum No. 1, 3/21/2017' and are re-issued for bidding in Addendum No. 1. (The re-issued Bid Form shall be used for submitting bids.)
 - B. Section 012200 – Unit Prices
 1. Part 3 – Execution, paragraph 3.1, List of Unit Prices:
 - a. Sub-paragraph B, Unit Price No. 2, has been added

******END of ADDENDUM #1 ******

ADDENDUM NO.1, 3-21-2017

ROOF REPLACEMENT AT THE
KENT COUNTY FIRE MARSHAL OFFICE
1537 CHESTNUT GROVE ROAD, DOVER, DELAWARE
OMB/DFM CONTRACT NO. MJ1002000026

BID FORM

For Bids Due: _____

To: State of Delaware
OMB/Division of Facilities Management
540 S. DuPont Highway, Suite 1
Dover, Delaware 19901
Attn: John Dunham

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:

\$ _____
(\$ _____) (Including Allowance No. 1)

ADDENDUM NO.1, 3-21-2017

ROOF REPLACEMENT AT THE
KENT COUNTY FIRE MARSHAL OFFICE
1537 CHESTNUT GROVE ROAD, DOVER, DELAWARE
OMB/DFM CONTRACT NO. MJ1002000026

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:

	<u>ADD</u>	<u>DEDUCT</u>
UNIT PRICE No. 1: <u>Remove Existing Roof Drain. Furnish and Install New Roof Drain</u>	\$ 1,500.00/Drain	\$ _____
UNIT PRICE No. 2: <u>Remove Metal Deck. Furnish and Install New Like Kind Metal Deck</u>	\$ 13.00/SF	\$ _____

ALLOWANCE

Allowance No. 1: Contingency Allowance of \$10,000.00 (Included in Base Bid)

ADDENDUM NO.1, 3-21-2017

ROOF REPLACEMENT AT THE
KENT COUNTY FIRE MARSHAL OFFICE
1537 CHESTNUT GROVE ROAD, DOVER, DELAWARE
OMB/DFM CONTRACT NO. MJ1002000026

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 75 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(s) of Employee Drug Testing Program
 - Bid Security
 - (Others as Required by Project Manuals)

ADDENDUM NO.1, 3-21-2017

ROOF REPLACEMENT AT THE
 KENT COUNTY FIRE MARSHAL OFFICE
 1537 CHESTNUT GROVE ROAD, DOVER, DELAWARE
 OMB/DFM CONTRACT NO. MJ1002000026

BID FORM

SUBCONTRACTOR LIST

In accordance with Title 29, Chapter 6962 (d)(10)b Delaware Code, the following sub-contractor listing must accompany the bid submittal. The name and address of the sub-contractor **must be listed for each category** where the bidder intends to use a sub-contractor to perform that category of work. In order to provide full disclosure and acceptance of the bid by the *Owner*, **it is required that bidders list themselves as being the sub-contractor for all categories where he/she is qualified and intends to perform such work.** This form must be filled out completely with no additions or deletions. **Note that all subcontractors listed below must have a signed Affidavit of Employee Drug Testing Program included with this bid.**

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City & State)</u>	<u>Subcontractors tax payer ID # or Delaware Business license #</u>
1. Roofing (Cold Applied SBS Modified)	_____	_____	_____
2. Metal Fabrications (Flashings, Copings)	_____	_____	_____
3. Carpentry (Nailers, Blocking)	_____	_____	_____
4. Sealants (Caulking)	_____	_____	_____
5. Plumbing (Roof Drains)	_____	_____	_____
6. Skylights Contractor (Installer)	_____	_____	_____
7. Lighting Arrestor System (Contractor)	_____	_____	_____

ROOF REPLACEMENT AT THE
KENT COUNTY FIRE MARSHAL OFFICE
1537 CHESTNUT GROVE ROAD, DOVER, DELAWARE
OMB/DFM CONTRACT NO. MJ1002000026

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 "Roof Replacement at The Kent County Fire Marshal Office" 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.

**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.

SECTION 012200 - UNIT PRICES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for unit prices.
- B. Related Sections include the following:
 - 1. Division 01 Section "Contract Modification Procedures" for procedures for submitting and handling Change Orders.

1.3 DEFINITIONS

- A. Unit price is an amount stated on the Bid Form, as a price per unit of measurement for materials or services added to or deducted from the Contract Sum by appropriate modification, if estimated quantities of Work required by the Contract Documents are increased or decreased.

1.4 PROCEDURES

- A. Unit prices include all necessary material, plus cost for delivery, installation, insurance, applicable taxes, overhead, and profit.
- B. Owner reserves the right to reject Contractor's measurement of work-in-place that involves use of established unit prices and to have this work measured, at Owner's expense, by an independent surveyor acceptable to Contractor.
- C. List of Unit Prices: A list of unit prices is included in Part 3. Specification Sections referenced in the schedule contain requirements for materials described under each unit price.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 LIST OF UNIT PRICES

- A. Unit Price No. 1:
 - 1. Description: Remove and replace roof drain.
 - 2. Unit of Measurement: Per Drain
- B. Unit Price No. 2:
 - 1. Description: Remove metal deck. Furnish and install new like kind metal deck
 - 2. Unit of Measurement: Per square foot.

END OF SECTION 012200

UNIT PRICES

**PROJECT: ROOF REPLACEMENT AT THE K.C. FIRE MARSHAL OFFICE
BUILDING – OMB/DFM CONTRACT NO. MJ 1002000026**

**PRE-BID MEETING
FIRE SCHOOL AND K.C.
FIRE MARSHAL OFFICE BUILDING
DOVER, DELAWARE**

Meeting Date: March 21, 2017

Time: 1:30 p.m.

Name (Printed)	Representing	Email & Telephone
Rich Wilson	Cooperson Associates	rwilson@coopersonassoc.com (302)655-1105; (302)562-7769
Caroline Smith	Jottan, Inc.	Salesadmin@jottan.com 609-447-6200
John M. Peck	GARVEY ROOFING, LLC	john@garveyroofing.com (610) 938-4661
Joseph Adams	Wilkinson Roofing	jima@wilkinsonroofing.com 302.998.0176
Bill TZIAMOUBANIS	D. PROJECT INC.	bill@dproject.co (301) 887-7713
Angelo Giabrona	D. Project inc	(443) 239-5686
MATTHEW TETACK	FARRELL ROOFING INC.	MATETACK@FARRELLROOFINGINC.COM 302-378-7663
Brian Franchi	ABC Supply	267-318-5515
MIKE KENEFIC	GAF	MKENEFIC@GAF.COM 610 551 2402
Dan Rankin	Kirkin Roofing	DR@Kirkinroofing.com 302)420-4808

**PROJECT: ROOF REPLACEMENT AT THE K.C. FIRE MARSHAL OFFICE
BUILDING – OMB/DFM CONTRACT NO. MJ 1002000026**

**PRE-BID MEETING
FIRE SCHOOL AND K.C.
FIRE MARSHAL OFFICE BUILDING
DOVER, DELAWARE**

Meeting Date: March 21, 2017

Time: 1:30 p.m.

Name (Printed)	Representing	Email & Telephone
Rich Wilson	Cooperson Associates	rwilson@coopersonassoc.com (302)655-1105; (302)562-7769
<i>DENNIS VIRELLI</i>	<i>D.A. NOLT</i>	<i>MATT@danolt.com</i> <i>856-753-9333</i>
<i>Matt Papa</i>	<i>P&C Roofing Inc.</i>	<i>matt@pcroofinginc.com</i> <i>302-322-8809 322-6767</i>
<i>DAN DOWENS</i>	<i>H.K. GRIFFITH, INC.</i>	<i>DAN@HKGRIFFITH.COM</i> <i>302-368-4635</i>
<i>Jason Stallings</i>	<i>Quality Exteriors, Inc.</i>	<i>Jason@qexteriorsinc.com</i> <i>302-398-9283 / 302-398-9290</i>
<i>John Dunham</i>	<i>OMB/DFM</i>	