

**Addendum
No. 1**

Date: August 18, 2020

Project: Jesse Cooper – Stormwater Infiltration
OMB/ DFM Project #MJ1002000044

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. This is the Pre-Bid Meeting for

**OMB/ DFM Project #MJ1002000044
Jesse Cooper – Stormwater Infiltration**

2. 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.
3. **Sealed bids are due at 9:00 am on Wednesday, September 09, 2020** at Division of Facilities Management, Thomas Collins Building, 540 S.DuPont Highway, Suite 1 (Third Floor), Dover, DE 19901. Bids will be opened and read aloud at 9:30 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.

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.

4. The deadline for RFIs to StudioJAED is Monday, August 31, 2020 at 2:00 pm.
5. 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.

6. **A Site Visit is scheduled for Tuesday, August 25 at 9:00. Meet at parking lot.**

Pre Bid 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

b. Attendees:

| | | |
|-------------------|-----------------|--|
| Dean Seely | DFM | joseph.seely@delaware.gov |
| Paul Guggenberger | StudioJAED | guggenbergerp@studiojaed.com |
| | | bouwera@studiojaed.com |
| Larry Bathon | Bathon Builders | lbathon@bathonbuilders.com |
| | | kwilhelm@bathonbuilders.com |
| Stacey Bush | Amakor, Inc. | amakor@aol.com |

2. Review Scope

- a. Scope of alterations work is shown in drawings and includes, but is not limited to, the following:
- New underground piping system tying downspouts to storm sewers at streets.
 - Installation of backflow preventers where building storm water system tie to storm sewers at streets.
 - Installation of window well covers at below grade windows.
 - Installation of flood resistant doors.
 - Installation of drainage channels at landscape beds and sidewalks.
 - Installation of sump pump discharge piping.
 - Demolition of select existing sump pumps and installation of new sump pumps.
 - Installation of backflow preventers at sump pump discharge piping.
 - Installation of interior-side foundation waterproofing (Bid Alternate).
 - Repair of stormwater pipe at adjacent property (Bid Alternate).
 - Boring under sidewalk (Bid Alternate).
 - Associated demolition and construction.

3. Review Bid Form

- Complete forms as presented, do not edit or alter.
- Provide all information requested in full or bid will not be accepted.
- Acknowledge all addendums as individual items.
- Contract time shall indicate full contract time from Notice to Proceed through Closeout.
- Include a copy of your business license, not just a number.
- Craft Training Affidavit will be removed from the Bid Form.
- 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. Sitework
 - b. Gypsum Wall Board
 - c. Plumbing
5. Review Alternates
 - a. Alternate No. 1 – Interior-Side Foundation Waterproofing
 - b. Alternate No. 2 – Repair Stormwater Pipe at Parking Lot
 - c. Alternate No. 3 – Pipe Bore Under Sidewalk
6. Review Unit Prices
 - a. None
7. Review Allowances
 - a. Allowance No. 1: \$10,000 for general contingencies and repairs, any remaining balance of which is to be returned to owner by credit change order at project completion.
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. Anticipate prompt award after bids are received.
10. Contractor Use of Premises
 - a. Construction Operations: Limited to the building premises.
 - i. Work hours are 8:00 am to 4:30 PM, Monday through Friday. Alternative 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. Concurrent Work

- a. Cooling Tower Replacement: Project schedule and use of the site must be coordinated with work of the Cooling Tower Replacement project.
- b. It is the intent that work is coordinated so that parking lot is closed only once.

12. 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.

13. Permitting

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

14. Dates and times for site visits will be arranged.

- a. Site visit scheduled for Wednesday, August 25 at 9:00.

15. Drawing Review

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

Changes to Specifications:

1. *00 01 10 – Table of Contents*

- a. Added Section 00 81 15 – Affidavit of Craft Training Compliance.

2. *00 41 13 - Bid Form*

- a. Revised Subcontractor List.
- b. Removed Affidavit of Craft Training Compliance.

3. *00 81 15 – Affidavit of Craft Training Compliance*

- a. Added new Section 00 81 15 to the Project Manual.

Attachments:

1. Specification Section 00 01 00 – Table of Contents
2. Specification Section 00 41 13 – Bid Form
3. Specification Section 00 81 15 – Affidavit of Craft Training Compliance

End

**SECTION 00 01 10
TABLE OF CONTENTS**

A. Specifications for this project are arranged in accordance with the Construction Specification Institute numbering system and format. Section numbering is discontinuous and all numbers not appearing in the Table of Contents are not used for this Project.

B. DOCUMENTS BOUND HEREWITH

DIVISION 00 – PROCUREMENT AND CONTRACTING REQUIREMENTSINTRODUCTORY INFORMATION

| | |
|-----------------------------------|---------|
| 00 01 01 – PROJECT TITLE PAGE | 1 page |
| 00 01 07 – SEALS PAGE | 1 page |
| 00 01 10 – TABLE OF CONTENTS | 4 pages |
| 00 01 15 – LIST OF DRAWING SHEETS | 1 page |

PROCUREMENT REQUIREMENTS

| | |
|------------------------------------|----------|
| 00 11 16 – INVITATION TO BID | 1 page |
| 00 21 13 – INSTRUCTIONS TO BIDDERS | 12 pages |
| 00 41 13 – BID FORM | 7 pages |
| 00 43 13 – BID BOND | 1 page |

CONTRACTING REQUIREMENTS

| | |
|--|------------------------------|
| 00 52 13 – STANDARD FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR (SAMPLE AIA A101-2017) (SAMPLE AIA A101-2017 – EXHIBIT A) | 1 page 8 pages 7 pages |
| 00 54 13 – SUPPLEMENT TO AGREEMENT BETWEEN OWNER & CONTRACTOR A101-2017 | 1 page |
| 00 54 14 – SUPPLEMENT TO A101-2017 – EXHIBIT A – INSURANCE & BONDS | 1 page |
| 00 61 13.13 – PERFORMANCE BOND | 2 pages |
| 00 61 13.16 – PAYMENT BOND | 2 pages |
| 00 62 76 – APPLICATION AND CERTIFICATE FOR PAYMENT FORMS (SAMPLE AIA G702 & G703) | 1 page 2 pages |
| 00 63 73 – ALLOWANCE AUTHORIZATION FORM | 1 page |
| 00 65 01 – CLOSEOUT DOCUMENT CHECKLIST | 1 page |
| 00 72 13 – GENERAL CONDITIONS TO THE CONTRACT (SAMPLE AIA A201-2017) | 1 page 41 pages |
| 00 73 13 – SUPPLEMENTARY GENERAL CONDITIONS | 10 pages |
| 00 73 46 – WAGE RATE REQUIREMENTS | 1 page |
| 00 81 13 – GENERAL REQUIREMENTS | 14 pages |
| 00 81 14 – DRUG TESTING FORMS | 2 pages |
| 00 81 15 – AFFIDAVIT OF CRAFT TRAINING COMPLIANCE | 2 pages |

DIVISION 01 – GENERAL REQUIREMENTS

| | |
|---|---------|
| 01 10 00 – SUMMARY | 4 pages |
| 01 20 00 – PRICE AND PAYMENT PROCEDURES | 1 page |
| 01 21 00 – ALLOWANCES | 1 page |
| 01 23 00 – ALTERNATES | 1 page |
| 01 25 00 – SUBSTITUTION PROCEDURES | 1 page |
| 01 30 00 – ADMINISTRATIVE REQUIREMENTS | 3 pages |
| 01 40 00 – QUALITY REQUIREMENTS | 1 page |
| 01 42 16 – DEFINITIONS | 1 page |
| 01 50 00 – TEMPORARY FACILITIES AND CONTROLS | 2 pages |
| 01 60 00 – PRODUCT REQUIREMENTS | 2 pages |
| 01 70 00 – EXECUTION AND CLOSEOUT REQUIREMENTS | 6 pages |
| 01 74 19 – CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL | 4 pages |
| 01 78 00 – CLOSEOUT SUBMITTALS | 2 pages |

DIVISION 02 – EXISTING CONDITIONS

| | |
|-----------------------|---------|
| 02 41 00 – DEMOLITION | 2 pages |
|-----------------------|---------|

DIVISION 04 – MASONRY

| | |
|-------------------------|---------|
| 04 20 00 – UNIT MASONRY | 3 pages |
|-------------------------|---------|

DIVISION 06 – WOOD, PLASTICS, AND COMPOSITES

| | |
|-----------------------------|---------|
| 06 10 00 – ROUGH CARPENTRY | 3 pages |
| 06 20 00 – FINISH CARPENTRY | 2 pages |

DIVISION 07 – THERMAL AND MOISTURE PROTECTION

| | |
|--------------------------------------|---------|
| 07 16 16 – CRYSTALLINE WATERPROOFING | 2 pages |
| 07 21 00 – THERMAL INSULATION | 2 pages |
| 07 25 00 – WEATHER BARRIERS | 2 pages |
| 07 84 00 – FIRESTOPPING | 2 pages |
| 07 92 00 – JOINT SEALANTS | 4 pages |

DIVISION 08 – OPENINGS

| | |
|--|---------|
| 08 11 13 – HOLLOW METAL DOORS AND FRAMES | 2 pages |
| 08 71 00 – DOOR HARDWARE | 4 pages |

ADDENDUM 1: 8-18-2020

MJ1002000044
July 15, 2020

Surface and Ground Water Infiltration
Jesse Cooper Building

DIVISION 09 – FINISHES

| | |
|------------------------------------|---------|
| 09 21 16 – GYPSUM BOARD ASSEMBLIES | 2 pages |
| 09 65 00 – RESILIENT FLOORING | 2 pages |
| 09 90 00 – PAINTING AND COATING | 2 pages |

DIVISION 22 – PLUMBING

| | |
|---|---------|
| 22 05 53 – IDENTIFICATION FOR PLUMBING PIPING AND EQUIPMENT | 3 pages |
| 22 10 05 – PLUMBING PIPING | 9 pages |
| 22 10 06 – PLUMBING PIPING SPECIALTIES | 3 pages |
| 22 30 00 – PLUMBING EQUIPMENT | 3 pages |

DIVISION 26 – ELECTRICAL

| | |
|--|----------|
| 26 05 01 – MINOR ELECTRICAL DEMOLITION | 2 pages |
| 26 05 19 – LV ELEC POWER CONDUCTORS & CABLES (600V&LESS) | 10 pages |
| 26 05 26 – GROUNDING & BONDING FOR ELECTRICAL SYSTEMS | 5 pages |
| 26 05 29 – HANGERS & SUPPORTS FOR ELECTRICAL SYSTEMS | 3 pages |
| 26 05 34 – CONDUIT | 7 pages |
| 26 05 37 – BOXES | 5 pages |
| 26 05 53 – IDENTIFICATION FOR ELECTRICAL SYSTEMS | 4 pages |
| 26 27 17 – EQUIPEMENT WIRING | 2 pages |
| 26 27 26 – WIRING DEVICES | 7 pages |

DIVISION 31 – EARTHWORK

| | |
|--------------------------|---------|
| 31 10 00 – SITE CLEARING | 1 page |
| 31 22 00 – GRADING | 2 pages |
| 31 23 16 – EXCAVATION | 2 pages |
| 31 23 16.13 – TRENCHING | 2 pages |
| 31 23 23 – FILL | 3 pages |

DIVISION 32 – EXTERIOR IMPROVEMENTS

| | |
|-----------------------------------|----------|
| 32 12 16 – HOT-MIX ASPHALT PAVING | 11 pages |
| 32 13 13 – SITE CONCRETE | 5 pages |
| 32 14 16 – BRICK UNIT PAVING | 4 pages |
| 32 92 19 – SEEDING | 2 pages |

DIVISION 33 – UTILITIES

| | |
|--|---------|
| 33 41 00 – STORM UTILITY DRAINAGE PIPING | 4 pages |
|--|---------|

END OF SECTION

ADDENDUM 1: 8-18-2020

MJ1002000044

July 15, 2020

Surface and Ground Water Infiltration
Jesse Cooper BuildingSurface and Ground Water Infiltration
Jesse Cooper Building
417 Federal Street; Dover, DE 19901
Contract No. MJ1002000044**BID FORM****For Bids Due:** September 9, 2020**To:** OMB / Division of Facilities Management
540 South Dupont Highway, Suite 1
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:

\$ _____
(\$)**ALTERNATES**

Alternate prices conform to applicable project specification section. Refer to specifications for a complete description of the following Alternates. An "ADD" or "DEDUCT" amount is indicated by the crossed out part that does not apply.

ALTERNATE No. 1: Interior-Side Foundation Waterproofing**Add:** _____
(\$)**ALTERNATE No. 2:** Repair Storwater Pipe at Parking Lot**Add:** _____
(\$)

**Surface and Ground Water Infiltration
Jesse Cooper Building
417 Federal Street; Dover, DE 19901
Contract No. MJ1002000044**

BID FORM

ALTERNATE No. 3: Pipe Bore Under Sidewalk

Add: _____
(\$ _____)

UNIT PRICES

None

Allowances

Allowances are included as follows:

Allowance No. 1: \$10,000 for general contingencies and repairs, any remaining balance of which is to be returned to owner by credit change order at project completion.

(Initial)

ADDENDUM 1: 8-18-2020

MJ1002000044

July 15, 2020

Surface and Ground Water Infiltration

Jesse Cooper Building

**Surface and Ground Water Infiltration
Jesse Cooper Building
417 Federal Street; Dover, DE 19901
Contract No. MJ1002000044**

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 _____ 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 Employee Drug Testing Program
Affidavit of Contractor Qualifications
Bid Security
(Others as Required by Project Manuals)

Surface and Ground Water Infiltration
Jesse Cooper Building
417 Federal Street; Dover, DE 19901
Contract No. MJ1002000044

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 # or Delaware Business license #</u> |
|-------------------------------|----------------------|-----------------------------------|---|
| 1. Sitework | | | |
| | A. | | |
| | B. | | |
| | C. | | |
| 2. Gypsum Wall Board | | | |
| | A. | | |
| | B. | | |
| | C. | | |

Surface and Ground Water Infiltration
Jesse Cooper Building
417 Federal Street; Dover, DE 19901
Contract No. MJ1002000044

BID FORM (Continued)

| | | | |
|-------------|--|--|--|
| 3. Plumbing | | | |
| A. | | | |
| B. | | | |
| C. | | | |

Surface and Ground Water Infiltration
Jesse Cooper Building
417 Federal Street; Dover, DE 19901
Contract No. MJ1002000044

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 *Contract No. MJ1002000044* 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.

ADDENDUM 1: 8-18-2020

MJ1002000044

July 15, 2020

Surface and Ground Water Infiltration

Jesse Cooper Building

**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.

**Surface and Ground Water Infiltration
Jesse Cooper Building
417 Federal Street; Dover, DE 19901
Contract No. MJ1002000044**

**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.

ADDENDUM 1: 8-18-2020

MJ1002000044

July 15, 2020

Surface and Ground Water Infiltration Infiltration

Jesse Cooper Building

AFFIDAVIT OF CRAFT TRAINING COMPLIANCE

The Affidavit of Craft Training Compliance is included on the following page.

**KENT COUNTY FAMILY COURT ROOF REPLACEMENT
400 COURT STREET
DOVER, DE 19901
CONTRACT NO. MC1002000473**

**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](https://det.delawareworks.com/apprenticeship/documents/Apprenticeship%20Occupation%20List%20for%20Del6962%20Compliance.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.