



**TETRA TECH**

240 Continental Drive  
Suite 200  
Newark, Delaware 19713  
Tel. (302) 738-7551  
Fax (302) 454-5980

**Addendum**

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Delaware Department of Correction  
L Building Roof Replacement  
OMB/DFM Contract No.: MJ3804000024

Tt Project No. 143-16096-12021/200-01291-13020

Addendum No. 01  
to  
Drawings and Project Manual

February 19, 2013

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To: ALL BIDDERS

This ADDENDUM forms a part of the BIDDING AND CONTRACT DOCUMENTS and modifies the following documents:  
Original DRAWINGS  
PROJECT MANUAL dated January 25, 2013

Acknowledge receipt of the ADDENDUM in the space provided on the FORM OF PROPOSAL

This ADDENDUM consists of (1) page and the following:

ITEM 1-C-1: The Pre-Bid walk-through for this project is scheduled for Tuesday, February 26, 2013 at 7:30am. All contractors are to report to the Sally Port. If you are not there by 7:30am, you will not be permitted in.

ITEM 1-C-2: The Bid Opening has been moved to Monday, March 4, 2013, the time and place to remain the same.

**REISSUED PROJECT MANUAL SECTIONS**

NONE

**PROJECT MANUAL MODIFICATIONS**

NONE

**DRAWING MODIFICATIONS**

NONE

**ATTACHMENTS**

PRE-BID SIGN IN SHEET  
PRE-BID MEETING AGENDA  
BID DOCUMENT REGISTER

**END OF ADDENDUM**



TETRA TECH

240 Continental Drive, Suite 200, Newark, Delaware 19713

PREBID MEETING SIGN-IN SHEET

L BUILDING ROOF REPLACEMENT  
JAMES T. VAUGHN CORRECTIONAL CENTER

PROJECT NO.: 16096-12021  
DATE: February 11, 2013

Name	Company	Physical Address	Telephone	Fax	e-mail
1 Michael Cuocolo	P.C. Roofing Inc.	35 South Gate Blvd New Castle, DE 19701 404 Meaco Dr	(302) 322-6767	(302) 322-9309	Michael G. P. Roofing, Inc.
2 Steve Wilmington	Tri-State Roofers Inc	Wilmington, DE 19804	(302) 995-7027	(302) 995-7527	tristateroofers@comcast.net
3 Tim Brown	H.K. Griffith	115 Happy Lane, Newark, DE	302-888-4635	302-368-4624	tim@hkgriffith.com
4 Jason Ludo	Tecta America	308 South Division St Frederick, MD 21780	301-214-7980		jvludo@technaamericas.com
5 Douglas Summerlin	Summerlin Contractors	2353 off Rolling Ridge way CANTON, MD 21020	301 253 8613		RS@summerlincontractors.com
6 Bobby Marc	D.A. Nolt Inc.	53 Cross Keys Road Berlin, NJ 08009	(856) 753-9333	(856) 753-4963	mnolt@danolt.com
7 MACK EVELAND	JOTTAN INC	6 CARMY WAY FLORENCE, NJ 08043	609 447 6200	609 447 6206	ESTIMATION@JOTTAN.COM
8 Eric Smeltex	DEC/BMS		302 857 5061		eric.smeltex@state.edu
9 Jason Maguire					
10 Bill Mahon Jr	W.P. Mahon, Inc	215 Rodman Street Wilmington, DE 19805	(302) 655-1112	(302) 655-6599	wpmahonjr@wpmahon.com
11 Matt Teravc	Frederick Locking Inc.	201 W LAKE ST MIDDLETOWN, DE 19709	302-398-7060	302-378-5622	MTERAVC@FREDERICKLOCKING.COM
12					
13					
14					



**TETRA TECH**

## **Pre-Bid Information**

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Meeting Date: Monday, February 11, 2013 @ 1:00 p.m.

Prepared By: Jason Maguire

Tt Project No.: 16096-12021 Vaughn L Roofing Replacement / MJ3804000024

Regarding: General Pre-Bid Information - Agenda

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### **Item Number**

### **Item**

1. Removal of the existing roofing system and the installation of new tapered insulation with a built-up roof system. The scope also includes new perimeter and projection flashing, edge metal, and roof accessories. The roof is approximately 11,500 s.f.
2. This is a mandatory Pre-Bid Meeting and Bidders are limited to those in attendance.
3. Project documents can be purchased at Tetra Tech's office for a non-refundable fee of \$100 per set.
4. Sealed bids for this project will be received by the State of Delaware, Office of Management & Budget, Division of Facilities Management, in the reception area of DFM at the Thomas Collins Building, 540 South DuPont Highway, Dover, Delaware, until 2:00 p.m. local time on Wednesday, February 27, 2013, at which time they will be publically opened, read aloud, and recorded. Bidders bear the risk of late delivery. Any bids received after the stated time will be returned unopened.
5. The Wage Rates for this project shall be as determined by the Delaware Department of Labor and Division of Industrial Affairs for Sussex County. A certified copy has been included in the Project Manual. However, Contractors are responsible to contact the Delaware Department of Labor to receive verification of the most current Wage Rate Scale.
6. Only plan holders who purchased bid document sets from Tetra Tech will receive ADDENDA.
7. All discrepancies, questions or requests for clarifications or interpretations must be submitted to the Architects office at least seven (7) days prior to bid due date.
8. Insurance requirements are listed in Section 00 81 13 General Contract Requirements
9. Contractor must list themselves as the Subcontractor for all work which they propose to accomplish.
10. A Bid Security, in the amount of ten percent (10%) of the total amount of the Base Bid plus all additive alternates is required.
11. No Addenda will be issued later than four (4) days prior to the date for receipt of Bids except an Addendum withdrawing the request for Bids or one which extends

the time or changes the location for the opening of bids.

12. Each Bidder shall ascertain prior to submitting their Bid that they have received all Addenda issued, and shall acknowledge their receipt in the Bid in the appropriate space.
13. The Schedule of Values shall include a line item for the submission of the Project Closeout Documents. The value of this item shall be no less than 1% of the initial contract amount.
14. The Contractor must submit certified weekly payroll receipts directly to the Delaware Department of Labor as required.
15. The Front End Specifications requires a two (2) year Warranty and Guarantee Period after acceptance by the Owner.
16. The Front End Specifications, the Performance and Labor & Material Payment Bonds shall be maintained in full force (warranty bond) for a period of two (2) years after the date of the Certificate for Final Payment.
17. Facility restrooms are not available. Port-O-Sans will be required.
18. Contractors shall submit a list of all proposed workers stating their social security number, driver's license number, age, sex, race and date of birth. List shall be used for a background check and shall be submitted at the Pre-Construction Meeting prior to the start of construction. Same applies to all Subcontractors and manufacturers' representatives. Refer to Specification Section 00 82 13 Additional General Contracting Requirements.
19. Normal working hours are between 7:00 a.m. to 3:00 p.m., Monday thru Friday. No work on Saturdays and Sundays.
20. No mingling with inmates.
21. Contractors shall not bring glass containers into the Facility.
22. Contractors are required to sign in at the Main Entrance each morning before driving through the gate. All Contractors shall enter and leave as a group with an escort (Maintenance Personnel or Correctional Officer). Allow up to 1 hour to enter or leave the Facility.
23. All utility shutdowns must be coordinated with DOC Maintenance.
24. Contractors were advised that only limited movement will be permitted while inside the compound.
25. Trucks should be kept clean. Trash within the vehicle could increase the amount of time it takes the Correctional Officers to inspect the vehicles.
26. A list of tools must be supplied with each truck and/or gang box. Inventory shall be taken by the Contractors at the end of each work day. Correctional Officers reserve the right to inspect and inventory all trucks. Report all missing tools immediately. Leave all unnecessary tools at the shop.
27. All vehicles and tool boxes shall be locked at all times.
28. Proper construction clothing is required. Short pants, open-toed shoes, and/or bare chests are not permitted. Contractors are required to wear safety vests so they are easily distinguishable from inmates.
29. No dumping will be allowed on the project site. Trash, debris and waste must be removed from the compound daily and from the site as required or directed. Dumpster location to be coordinated at the Pre-Construction Meeting.
30. Employee/Contractor/Subcontractor lunch breaks during normal working hours shall occur at the job site.
31. Cells phones, if allowed, cannot have cameras in them. Special/written permission will be required for the Job Foreman to carry a cell phone.

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L Building Roof Replacement  
James T. Vaughn Correctional Center

16096-12021  
200-01291-13020

Bids Due: 2:00 p.m., February 27, 2013 at  
State of DE, OMB/DFM  
Thomas Collins Building  
540 S. Dupont Highway, Ste. 1  
Dover, DE 19901

REGISTER OF BID DOCUMENTS  
PLEASE PRINT CLEARLY

\$ 100.00 per set

<b>#01</b>	Name of Company: <u>OMB/DFM</u> Physical Address: <u>540 S. Dupont Highway</u> City, State: <u>Dover, DE 19901</u> Contact: <u>Kerry Wareham</u> GC: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Phone: <u>(302) 739-5644</u> Fax: <u>(302) 739-6148</u> Date: <u>2/11/2013</u> E-Mail: <u>kerrywareham@state.de.us</u>
<b>#02</b>	Name of Company: <u>Tetra Tech Office Set</u> Physical Address: <u>240 Continental Dr, Suite 200</u> City, State: <u>Newark, DE 19713</u> Contact: <u>Jim Selinka</u> GC: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Phone: _____ Fax: _____ Date: <u>2/11/2013</u> E-Mail: _____
<b>#03</b>	Name of Company: <u>Delaware Contractors Association</u> Physical Address: <u>527 Stanton Christiana Rd.</u> City, State: <u>Newark, DE 19713</u> Contact: <u>Nancy Handlin</u> GC: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Phone: <u>(302) 994-7442</u> Fax: _____ Date: <u>2/11/2013</u> E-Mail: <u>nhandlin@e-dca.org</u>

**L Building Roof Replacement**  
**James T. Vaughn Correctional Center**

**16096-12 021**  
**200-01291-13 020**

Bids Due: **2:00 p.m., February 27, 2013 at**  
**State of DE, OMB/DFM**  
**Thomas Collins Building**  
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**Dover, DE 19901**

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<b>#04</b>	<p>Name of Company: <u>Professional Roofing Services, Inc.</u></p> <p>Physical Address: <u>9 Fairview Avenue</u>  City, State: <u>Middletown, DE 19709</u></p> <p>Contact: <u>Blaine J. Chipola</u> GC: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/></p> <p>Phone: _____</p> <p>Fax: _____ Date: <u>2/11/2013</u></p> <p>E-Mail: <u>bichipola@aol.com</u></p>
<b>#05</b>	<p>Name of Company: <u>Professional Roofing Services</u></p> <p>Physical Address: <u>9 Fairview Avenue</u>  City, State: <u>Middletown, DE 19709</u></p> <p>Contact: <u>Blaine J. Chipola</u> GC: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/></p> <p>Phone: _____</p> <p>Fax: _____ Date: <u>2/11/2013</u></p> <p>E-Mail: <u>bichipola@aol.com</u></p>
<b>#06</b>	<p>Name of Company: <u>Reed Construction Data, Inc.</u></p> <p>Physical Address: <u>30 Technology Parkway, Ste 100</u>  City, State: <u>Norcross, GA 30092</u></p> <p>Contact: <u>Nikki Gray</u> GC: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/></p> <p>Phone: <u>(770) 849-6409</u></p> <p>Fax: <u>(800) 303-8629</u> Date: <u>2/11/2013</u></p> <p>E-Mail: <u>nikki.gray@reedbusiness.com</u></p>

L Building Roof Replacement  
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16096-12021  
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<b>#07</b>	Name of Company: <u>PC Roofing, Inc.</u> Physical Address: <u>35 Southgate Blvd.</u> City, State: <u>New Castle, DE 19701</u> Contact: <u>Michael Cuowlo</u> GC: YES <input type="checkbox"/> NO <input type="checkbox"/> Phone: <u>(302) 322-6767</u> Fax: <u>(302) 322-8809</u> Date: <u>2/11/2013</u> E-Mail: <u>Michael@pcroofinginc.com</u>
<b>#08</b>	Name of Company: <u>Summerlin Contractors</u> Physical Address: <u>23534 Rolling Fork Way</u> City, State: <u>Gaithersburg, MD 20882</u> Contact: <u>Robbie/Craig Summerlin</u> GC: YES <input type="checkbox"/> NO <input type="checkbox"/> Phone: <u>(301) 253-8613</u> Fax: _____ Date: <u>2/11/2013</u> E-Mail: <u>R.S.@summerlincontractors.com</u>
<b>#09</b>	Name of Company: <u>DA Nolt, Inc.</u> Physical Address: <u>53 Cross Keys Road</u> City, State: <u>Berlin, NJ 08004</u> Contact: <u>Matt Ott</u> GC: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Phone: <u>(856) 753-9333</u> Fax: <u>(856) 753-4963</u> Date: <u>2/11/2013</u> E-Mail: <u>matt@danolt.com</u>

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**James T. Vaughn Correctional Center**

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**200-01291-13020**

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<b>#10</b>	Name of Company: <u>Tecta America</u> Physical Address: <u>302 South Division Street</u> City, State: <u>Fruitland, MD 21826</u> Contact: <u>Jason Rudd</u> GC: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Phone: <u>(410) 219-7980</u> Fax: <u>(410) 219-3320</u> Date: <u>2/11/2013</u> E-Mail: <u>jrudd@tectaamerica.com</u>
<b>#11</b>	Name of Company: <u>Tri-State Roofers</u> Physical Address: <u>404 Mecco Dr.</u> City, State: <u>Wilmington, DE 19804</u> Contact: <u>Buck High</u> GC: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Phone: <u>(302) 995-7027</u> Fax: <u>(302) 995-7527</u> Date: <u>2/13/2013</u> E-Mail: <u>bhigh01@comcast.net</u>
<b>#12</b>	Name of Company: <u>McGraw-Hill Construction</u> Physical Address: <u>3315 Central Ave.</u> City, State: <u>Hot Springs, AR 71913</u> Contact: <u>Andrea Kerwin</u> GC: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Phone: <u>(804) 594-2682</u> Fax: <u>(877) 847-3512</u> Date: <u>2/14/2013</u> E-Mail: <u>dodge document se@mcgraw-hill.com</u>

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<b>#13</b>	Name of Company: <u>Farrell Roofing, Inc.</u> Physical Address: <u>201 W. Lake St.</u> City, State: <u>Middletown, DE 19709</u> Contact: <u>Matt Tetrick</u> GC: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Phone: <u>(302) 378-7663</u> Fax: <u>(302) 378-9662</u> Date: <u>2/15/2013</u> E-Mail: <u>mrtetrick@farrellroofinginc.com</u>
<b>#14</b>	Name of Company: <u>H.K. Griffith, Inc.</u> Physical Address: <u>115 Happy Lane</u> City, State: <u>Newark, DE 19711</u> Contact: <u>Tim Brown</u> GC: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Phone: <u>(302) 368-4635</u> Fax: <u>(302) 368-4624</u> Date: <u>2/18/2013</u> E-Mail: <u>tim@hkgriffith.com</u>
<b>#15</b>	Name of Company: _____ Physical Address: _____ City, State: _____ Contact: _____ GC: YES <input type="checkbox"/> NO <input type="checkbox"/> Phone: _____ Fax: _____ Date: _____ E-Mail: _____