



TETRA TECH
ARCHITECTS & ENGINEERS

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Newark, Delaware 19713
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Addendum

Delaware Department of Correction
Boot Camp Building Roofing Replacement
OMB/DFM Contract No.: MJ3804000009

Tt Project No. 143-16096-12004

Addendum No. 01
to
Drawings and Project Manual

May 25, 2012

To: ALL BIDDERS

This ADDENDUM forms a part of the BIDDING AND CONTRACT DOCUMENTS and modifies the following documents:
Original DRAWINGS
PROJECT MANUAL dated March 30, 2012

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

This ADDENDUM consists of (2) pages and the following:

REISSUED PROJECT MANUAL SECTIONS

SECTION 00 41 13 STATE OF DE BID FORM

PROJECT MANUAL MODIFICATIONS

ITEM 1-C-1: Refer to ADVERTISEMENT TO BID

1. First Paragraph, AMEND to read as follows:

“Sealed bids for OMB/DFM Contract No MJ3804000009 will be received by the State of Delaware, Office of Management and Budget, Division of Facilities Management, at the Thomas Collins Building, 540 S. DuPont Highway, Suite 1, Dover, DE 19901 until 2:00 p.m. local time on Monday, June 11, 2012, at which time they will be publicly opened and read aloud in the Conference Room. Bidder bears the risk of late delivery. Any bids received after the stated time will be returned unopened.”

ITEM 1-C-2: Refer to SECTION 00 41 13 STATE OF DE BID FORM

1. DELETE State of DE Bid Form in its entirety and, ADD new State of DE Bid Form attached to this addendum.

ITEM 1-C-3 : Refer to SECTION 00 82 13 – ADDITIONAL GENERAL CONTRACTING REQUIREMENTS

1. Paragraph 1.18, B, DELETE in its entirety.
2. Paragraph 1.18, U, DELETE in its entirety.

ITEM 1-C-4 : Refer to SECTION 01 11 00 - SUMMARY

1. Paragraph 1.11, A, 1., AMEND to read as follows:

“Work hours are as follows:

SCI 7:00 am until 6:00 pm Monday thru Friday
No work Saturday or Sunday”

DRAWING MODIFICATIONS - ARCHITECTURAL

ITEM 1-C-5 : Refer to DRAWING AD-101

1. Drawing Title Block, ADD “03/30/12” under the Date.

ITEM 1-C-6 : Refer to DRAWING A-101

1. Drawing Title Block, ADD “03/30/12” under the Date.

ITEM 1-C-7 : Refer to DRAWING A-501

1. Drawing Title Block, ADD “03/30/12” under the Date.
2. Detail 1, Roofing Thermal Performance, AMEND to read “R=30”
3. Detail 1, DELETE the note “6” Batt Insulation” and ADD the following:

“R30 Batt Insulation”

ATTACHMENTS

PRE-BID SIGN IN SHEET
PRE-BID MEETING RECORD
BID DOCUMENT REGISTER
SECTION 00 41 13 STATE OF DE BID FORM

END OF ADDENDUM



TETRA TECH
ARCHITECTS & ENGINEERS

80 State Street, 10th Floor, Albany, New York 12207
 1 Michael Avenue, Suite #1, Farmingdale, New York 11735
 10 Brown Road, Ithaca, New York 14850
 240 Continental Drive, Suite 200, Newark, Delaware 19713
 103 Main Street, Princeton, New Jersey 08540
 1000 Pittsford-Victor Road, Pittsford, New York 14534
 107 Twin Oaks Drive, Syracuse, New York 13206

PREBID MEETING SIGN-IN SHEET

SUSSEX CORRECTIONAL INSTITUTION
BOOT CAMP BUILDING ROOF REPLACEMENT

Tt PROJECT NO.: 16096-12004
 DATE: May 16, 2012

Name	Company	Physical Address	Telephone	Fax	e-mail
1 Jim Soliba	TT	240 Continental Dr	302-243-4014		Jims_soliba@tt.com
2 Kelley Connell	Chas. Connell	1111 Greenbank	302-998-8881	302-26331960	CONNELL CO 11 @ hotmail.com
3 Tim Smith	" "	" "	" "	" "	" "
4 Michael Cuocolo	P-C Roofing Inc	New Castle, DE 35 Southgate Blvd 19712	(302) 322-6767	(302) 322-8909	Michael@pcroofinginc.com
5 Jason Stallings	Quality Exteriors	60 Hopkins Cemetery Rd. Harrington, DE 19752	302-398-9283	302-398-9290	jason@qexteriorsinc.com estimator@jottech.com
6 Josh Grossman	Sutton Inc.	61 Cathy Lane Florence MS 38838	609-447-6200	609-447-6206	Estimator30@jottech.com
7 Buck High	TRI-STATE ROOFERS	404 MELO DR WILM., DE 19804	302-995-7027	bhigh@tri-roofers.net 302-995-7527	
8 Eric Saulters	DOC / BMS		302-857-5261		
9 Greg Christian	DOC / BMS		302-857-5260		greg.christian@tbl.com
10					
11					
12					
13					



- Albany, NY
- Farmingdale, NY
- Ithaca, NY
- Newark, DE
- Princeton, NJ
- Rochester, NY
- Syracuse, NY

Pre-Bid Meeting Record

Meeting Date: May 16, 2012

Publication Date: May 24, 2012

Attendees: Pre-Bid Meeting Attendees (see attached list)

Additional Distribution:

Project No.: 143-16096-12004

Regarding: Boot Camp Roofing Replacement/MJ3804000009 – Pre-Bid Meeting

Item Number	Item	Action
1.	Project Scope – Roof replacement at Boot Camp Building – Shingle roofing, deck, insulation, gutters, leaders and accessories.	
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 Thursday, May 31, 2012, 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.	Revised per Addendum #1
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 6:00 p.m., Monday thru Friday No work on Saturdays or Sundays.	See Addendum #1
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 15 to 30 minutes to enter 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.	
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.	

Sussex Correctional Institution
 Boot Camp Building Roof Replacement

16096-12004

Bids Due: 10:00 a.m., May 16, 2012 at
 Thomas Collins Building
 540 S. Dupont Highway, Third Floor
 Dover, DE

REGISTER OF BID DOCUMENTS
 PLEASE PRINT CLEARLY

\$ 100.00 per set

<p>#01</p>	<p>Name of Company: <u>OMD/DEM</u></p> <p>Physical Address: <u>540 S. Dupont Highway,</u> City, State: <u>Dover, DE 19901</u></p> <p>Contact: <u>Dave Dente</u> GC: YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: <u>302-739-5644</u></p> <p>Fax: <u>302-739-6148</u> Date: <u>5/16/12</u></p> <p>e-mail <u>davebente@state.de.us</u></p>
<p>#02</p>	<p>Name of Company: <u>P C Roofing Inc</u></p> <p>Physical Address: <u>35 Southgate Blvd</u> City, State: <u>New Castle, DE 19720</u></p> <p>Contact: <u>Michael Cuocolo</u> GC: YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: <u>(302) 322-6767</u></p> <p>Fax: <u>(302) 322-8809</u> Date: <u>5/16/12</u></p> <p>e-mail <u>Michael@PCRoofingInc.com</u></p>
<p>#03</p>	<p>Name of Company: <u>Charles C. Connell Co.</u></p> <p>Physical Address: <u>1111 Greenbank Rd</u> City, State: <u>Wilmington, DE 19808</u></p> <p>Contact: <u>Kelley A. Connell</u> GC: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: <u>302 998 8081</u></p> <p>Fax: <u>302 633 1960</u> Date: <u>5/16/12</u></p> <p>e-mail <u>ccconnell-co@hotmail.com</u></p>

↑
 underscore

**Sussex Correctional Institution
 Boot Camp Building Roof Replacement**

16096-12004

Bids Due: **10:00 a.m., May 16, 2012** at
Thomas Collins Building
540 S. Dupont Highway, Third Floor
Dover, DE

**REGISTER OF BID DOCUMENTS
 PLEASE PRINT CLEARLY**

\$ 100.00 per set

#04	<p>Name of Company: <u>Quality Exteriors, Inc.</u></p> <p>Physical Address: <u>60 Hopkins Cemetery Rd.</u> City, State: <u>Harrington, DE 19952</u></p> <p>Contact: <u>Jason Stallings</u> GC: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: <u>302-398-9283</u></p> <p>Fax: <u>302-398-9290</u> Date: <u>5/16/12</u></p> <p>e-mail <u>jason@gexteriorsinc.com</u></p>
#05	<p>Name of Company: <u>Jotzen Inc.</u></p> <p>Physical Address: <u>PO Box 166, 661 Cathy Lane</u> City, State: <u>Florence, NJ 08518</u></p> <p>Contact: <u>Kelli Little</u> GC: YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: <u>(609) 477-6200</u></p> <p>Fax: <u>(609) 477-6206</u> Date: <u>5/17/12</u></p> <p>e-mail <u>hr@jotzen.com</u></p>
#06	<p>Name of Company: <u>McGraw-Hill Construction</u></p> <p>Physical Address: <u>3315 Central Ave.</u> City, State: <u>Hot Springs, AR. 71913</u></p> <p>Contact: <u>Danielle Crowley</u> GC: YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: <u>(609) 371-4455</u></p> <p>Fax: _____ Date: <u>5/17/12</u></p> <p>e-mail <u>danielle_crowley@mcgraw-hill.com</u></p>

Sussex Correctional Institution
Boot Camp Building Roof Replacement

16096-12004

Bids Due: **10:00 a.m., May 16, 2012** at
Thomas Collins Building
540 S. Dupont Highway, Third Floor
Dover, DE

REGISTER OF BID DOCUMENTS
PLEASE PRINT CLEARLY

\$ 100.00 per set

<p>#07</p>	<p>Name of Company: <u>Delaware Contractors Assoc.</u></p> <p>Physical Address: <u>527 Stanton Christiana Rd.</u> City, State: <u>Newark, DE 19713</u></p> <p>Contact: <u>Nancy Handlin</u> GC: YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: <u>(302) 994-7442</u></p> <p>Fax: _____ Date: <u>5/17/12</u></p> <p>e-mail _____</p>
<p>#08</p>	<p>Name of Company: <u>T + Office Sol</u></p> <p>Physical Address: <u>240 Canton Lt Dr</u> City, State: <u>Newark, DE</u></p> <p>Contact: <u>Jim Solite</u> GC: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/></p> <p>Phone: _____</p> <p>Fax: _____ Date: _____</p> <p>e-mail _____</p>
<p>#09</p>	<p>Name of Company: <u>TRI-STATE ROOFERS</u></p> <p>Physical Address: <u>404 MELO DR</u> City, State: <u>Newark, DE 19804</u></p> <p>Contact: <u>Buck High</u> GC: YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: <u>302-995-7027</u></p> <p>Fax: <u>302-995-7527</u> Date: <u>5/23/12</u></p> <p>e-mail <u>bhigh01@comcast.net</u></p>

STATE OF DELAWARE

DIVISION OF FACILITIES MANAGEMENT

**BOOT CAMP BUILDING ROOFING REPLACEMENT
AT THE
SUSSEX CORRECTIONAL INSTITUTION
GEORGETOWN, DELAWARE
OMB/DFM CONTRACT NO.: MJ3804000009**

BID FORM

Addendum #1

(TO BE SUBMITTED IN TRIPLICATE)

For Bids Due: _____

To:

State of Delaware
Office of Management and Budget
Division of Facilities Management
Thomas Collins Building, 3rd Floor, Suite 1
540 S. DuPont Highway
Dover, DE 19901

Name of Bidder: _____

Delaware Business License No.: _____ **Taxpayer ID No.:** _____

(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:

Base Bid: \$ _____ (\$ _____)

16096-12004
MJ3804000009

BOOT CAMP BUILDING ROOFING REPLACEMENT
SUSSEX CORRECTIONAL INSTITUTION

DIVISION OF FACILITIES MANAGEMENT

STATE OF DELAWARE

I/We acknowledge Addendums numbered:

Dated: _____

Dated: _____

Dated: _____

and the price(s) submitted include any cost/schedule impact they may have.

This bid shall remain valid and cannot be withdrawn for 45 days from the date of opening of bids, 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. In addition, we will complete this project in _____ working days using _____ workers each day.

STATE OF DELAWARE

DIVISION OF FACILITIES MANAGEMENT

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
- Bid Security
- (Others as Required by Project Manuals)

DIVISION OF FACILITIES MANAGEMENT

STATE OF DELAWARE

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.**

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City & State)</u>
1. Carpenter	_____	_____ _____
2. Roofer	_____	_____ _____
3. Insulation	_____	_____ _____

STATE OF DELAWARE

DIVISION OF FACILITIES MANAGEMENT

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 MJ3804000009 have been thoroughly examined and are understood.

NAME OF BIDDER: _____

**AUTHORIZED REPRESENTATIVE
(TYPED):** _____

**AUTHORIZED REPRESENTATIVE
(SIGNATURE):** _____

TITLE: _____

ADDRESS OF BIDDER: _____

PHONE NUMBER: _____

Sworn to and Subscribed before me this _____ day of _____ 2012.

My Commission expires _____. NOTARY PUBLIC _____.

THIS PAGE MUST BE SIGNED AND NOTARIZED FOR YOUR BID TO BE CONSIDERED.