



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

## **Addendum**

Delaware Department of Correction  
'U' Building Roof Repair  
OMB/DFM Contract No.: MJ3804000067

Tt Project No. 200-26912-14009

Addendum No. 01  
to  
Drawings and Project Manual  
January 9, 2014

To: ALL BIDDERS

This ADDENDUM forms a part of the BIDDING AND CONTRACT DOCUMENTS and modifies the following documents:  
Original DRAWINGS  
PROJECT MANUAL dated November 19, 2014

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 walk-thru is scheduled for Wednesday, January 28, 2015 at 10:00 am. All people attending, including sub-contractors and vendors need to submit their security clearance by January 19<sup>th</sup>.

ITEM 1-C-2: A list of sub-contractors being used is to be submitted to Tetra Tech by January 23, 2015.

### **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

### "U" BUILDING ROOF REPAIRS

### JAMES T. VAUGHN CORRECTIONAL CENTER

TT PROJECT NO.: 26912-14009

DATE: January 6, 2015

Name	Company	Physical Address	Telephone	Fax	e-mail
1 Bill Booth	COMMONWEALTH CONSTR. CO.	2317 PENNSYLVANIA AVE WILM. DE 19806	302-654-6611	302-654-2604	bbooth@tc.com COMMONWEALTH.COM
2 Rick Paray	AMAKOE INC	72 CLOSTER STREET DR. HUNTER DE	302-334-9664	302-334-9661	AMAKOE@aol.com
3 Brian Thompson	CONVENTIONAL BUILDERS INC	846 SCHOOL STREET HUNTER DE	302-422-2429	302-422-2135	CONVENTIONALBUILDERS@comcast.net
4 Dan Dawens	H.K. GRIFFITH INC	115 HAPPY LN. NEWARK DE	302-368-4635	302-368-4624	DAN@HKGRIFFITH.COM
5 Joseph Adams	WILKINS ROOFING	1000 FIRST STATE BLVD WILM	302-998-0176		jadam@wilkinsroofing.com
6 Buck High	TRI-STATE ROOFERS	404 MECO DR. WILM	302-995-7027	302-995-7527	blhigh@tri-state-roof.com ESTIMATOR Z E
7 C.S. WARE	2nd CONSTRUCTION	2516 OAK RD JIMMYNA NEW CASTLE	302-653-6416	302-653-4044	2ndCONSTRUCTION@comcast.com
8 Michael Cuccolo	P.C. ROOFING & S	35 SOUTH HATE BLVD. DE 19720	(302) 322-6767	(302) 322-8809	Michael@PCRoofinginc.com
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## **Pre-Bid Information**

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Meeting Date: Tuesday, January 5, 2015 @ 2:00 p.m.

Prepared By: Jason Maguire

Tt Project No.: 26912-14009 Vaughn U Roofing Replacement / MJ3804000024

Regarding: General Pre-Bid Information - Agenda

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### **Item Number**

### **Item**

1. Project consists of the following: Re-flashing of all projections and repair of all open seams and holes on the metal roof. Replace missing gutter sections on the metal roof. Removal of the existing roofing system and the installation of new tapered insulation with a built-up roof system. Removal and replacement of a portion of the mechanical penthouse exterior wall. The scope also includes new perimeter and projection flashing, edge metal, and roof accessories. The metal roof is approximately 15,050 s.f., and 740 s.f. for built-up roofing.
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 Tuesday, February 10, 2015, 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 the ADDENDAS.
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. All subcontractors doing work on this project will need to be listed on the bid form.

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. All change orders need to be immediately brought to the attention of the Architect and site supervisor (PRS) prior to any work being done. The work will be tracked by PRS for the amount of hours required to complete each task within the change order.
18. Facility restrooms are not available. Port-O-Sans will be required.
19. 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.
20. Normal working hours are between 7:00 a.m. to 3:00 p.m., Monday thru Friday. No work on Saturdays and Sundays.
21. No mingling with inmates.
22. Contractors shall not bring glass containers into the Facility.
23. 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.
24. All utility shutdowns must be coordinated with DOC Maintenance.
25. Contractors were advised that only limited movement will be permitted while inside the compound.
26. Trucks should be kept clean. Trash within the vehicle could increase the amount of time it takes the Correctional Officers to inspect the vehicles.

27. 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.
28. All vehicles and tool boxes shall be locked at all times.
29. 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.
30. 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.
31. Employee/Contractor/Subcontractor lunch breaks during normal working hours shall occur at the job site.
32. 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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**"U" Building Roof Repair**  
**James T. Vaughn Correctional Center**

**26912-14009**

Bids Due: **2:00 p.m., February 10, 2015 at**  
**Thomas Collins Building**  
**540 S. Dupont Highway, Third Floor**  
**Dover, DE**

**REGISTER OF BID DOCUMENTS**  
**PLEASE PRINT CLEARLY**

**\$ 100.00 per set**

#01	<p>Name of Company: <u>State of Delaware OMB/DFM</u></p> <p>Physical Address: _____ City, State: _____</p> <p>Contact: <u>Kerry Wareham</u> GC: YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: _____</p> <p>Fax: _____ Date: _____</p> <p>E-Mail: _____</p>
#02	<p>Name of Company: <u>Wilkinson Roofing</u></p> <p>Physical Address: <u>1000 First State Blvd</u> City, State: <u>Wilmington, DE</u></p> <p>Contact: <u>Joseph Adams</u> GC: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/></p> <p>Phone: <u>(302) 998-0176</u></p> <p>Fax: <u>(302) 998-9719</u> Date: <u>1/6/2015</u></p> <p>E-Mail: <a href="mailto:jadams@wilkinsonroofing.com">jadams@wilkinsonroofing.com</a></p>
#03	<p>Name of Company: <u>H.K. Griffith, Inc.</u></p> <p>Physical Address: <u>115 Happy Lane</u> City, State: <u>Newark, DE 19711</u></p> <p>Contact: <u>Dan Dowens</u> GC: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/></p> <p>Phone: <u>(302) 368-4635</u></p> <p>Fax: <u>(302) 368-4624</u> Date: <u>1/6/2015</u></p> <p>E-Mail: <a href="mailto:Dan@hkgriffith.com">Dan@hkgriffith.com</a></p>

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**James T. Vaughn Correctional Center**

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**\$ 100.00 per set**

#04	<p>Name of Company: <u>Mid Atlantic BX</u></p> <p>Physical Address: <u>2501 North Front Street</u> City, State: <u>Harrisburg, PA 17110</u></p> <p>Contact: <u>Theresa Murphy</u> GC: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/></p> <p>Phone: <u>(717) 901-7926</u></p> <p>Fax: <u>(717) 901-7924</u> Date: <u>1/7/2015</u></p> <p>E-Mail: <u><a href="mailto:Theresa@MidAtlanticBX.com">Theresa@MidAtlanticBX.com</a></u></p>
#05	<p>Name of Company: <u>Amakor, Inc.</u></p> <p>Physical Address: <u>72 Clinton Street</u> City, State: <u>Delaware City, DE 19706</u></p> <p>Contact: <u>Steve Serbu</u> GC: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: <u>(302) 834-8664</u></p> <p>Fax: <u>(302) 834-8681</u> Date: <u>1/7/2015</u></p> <p>E-Mail: <u><a href="mailto:Amakor@aol.com">Amakor@aol.com</a></u></p>
#06	<p>Name of Company: _____</p> <p>Physical Address: _____ City, State: _____</p> <p>Contact: _____ GC: YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: _____</p> <p>Fax: _____ Date: _____</p> <p>E-Mail: _____</p>