TETRA TECH

240 Continental Drive, Suite 200
Newark, DE 19713
Tel: 302-738-7551
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Addendum

Delaware Department of Correction
Sussex Correctional Institution (SCI)
Project Name: SUSSEX CORRECTIONAL INSTITUTION MAINTENANCE BUILDING - ROOF REPLACEMENT
OMB/DFM/DOC Contract No: MJ3804000096

Tt Project No.: 200-26912-16014

Addendum No. 01
to
Drawings and Project Manual

November 10, 2017

To: ALL BIDDERS

This ADDENDUM forms a part of the BIDDING AND CONTRACT DOCUMENTS and modifies the following documents:
Original DRAWINGS dated November 2,, 2017
PROJECT MANUAL dated November 2, 2017.
Acknowledge receipt of the ADDENDUM in the space provided on the FORM OF PROPOSAL

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

CHANGES TO PROJECT MANUAL

ITEM 1-C-1: Refer to SECTION 07 62 00 – SHEET METAL FLASHING AND TRIM

1. Article 2.7 ROOF-DRAINAGE SHEET METAL FABRICATIONS, DELETE in its entirety and ADD the following:

"2.5 ROOF DRAINAGE SHEET METAL FABRICATIONS

A. Hanging Gutters: Fabricate to cross section indicated, complete with end pieces, outlet tubes, and other accessories as required. Fabricate in minimum 96-inch- long sections. Furnish flat-stock gutter spacers and gutter brackets fabricated from same metal as gutters, of size recommended by SMACNA but not less than twice the gutter thickness. Fabricate expansion joints, expansion-joint covers, and gutter accessories from same metal as gutters.

1. Gutter Style: SMACNA designation F.
2. Expansion Joints: Butt type with cover plate.
3. Accessories: Wire ball downspout strainer.
4. Gutters with Girth up to 25 Inches: Fabricate from the following materials:

   a. Aluminum: 0.050 inch thick.

5. Gutters with Girth 26 to 30 Inches: Fabricate from the following materials:

   a. Aluminum: 0.063 inch thick.

B. Downspouts: Fabricate rectangular downspouts complete with mitered elbows. Furnish with metal hangers, from same material as downspouts, and anchors.

1. Fabricated Hanger Style: SMACNA figure designation 1-35B.
2. Fabricate from the following materials:

a. Aluminum: 0.050 inch thick."

CHANGES TO DRAWINGS

ITEM 1-C-2: Refer to DRAWING A-501

1. Detail 1, Amend batt insulation note to read as follows:

"Foil faced batt insulation R-38"

CLARIFICATIONS TO BIDDERS QUESTIONS

Jottan Inc. (e-mail dated November 8, 2017)

Question: Please provide an R-value required for the new glass-fiber blanket insulation.

Response: Insulation is to be R-38 see drawing modification above.

Question: Is there any specific performance criteria that must be met for the eave ventilation trough (i.e. net free air flow, channel depth, etc.)?

Response: Provide 1" minimum air space between the rafters and insulation or equivalent. Ridge and eave ventilation to be coordinated with ridge vent manufacturer as noted on detail 5/A-501.

Question: What thickness of aluminum should be used for the gutters?

Response: See above modification to specification section 07 60 00. Gutters and leaders to be a minimum of 0.050" thick.

ATTACHMENTS

PRE-BID BID INFORMATION AGENDA, dated 11/2/17.
PRE-BID SIGN IN SHEET, dated 11/2/17
BID REGISTER

END OF ADDENDUM No. 01

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TETRA TECH

Pre-Bid Bid Information

Meeting Date: Thursday November 2, 2017 @ 9:00 a.m.

Prepared By: Jim Selinka

Tt Project No.: 200-26912-16014 Sussex Correctional Institution Maintenance Building - Roof Replacement / MJ3804000096

Regarding:General Pre-Bid Information - Agenda

Item Number	Item
1.	This project consists of the replacement of the existing shingle roof, plywood decking and insulation for the Maintenance Building at SCI with a new shingle roof system on new plywood decking with appropriate ventilation and insulation. The roof area is approximately 12,650 sf. The roof work shall also include the replacement of the fascia, soffits, gutters, leaders, curbs and metal flashing/trim. Project will be constructed under a single prime contract.
2.	This is a mandatory Pre-Bid Meeting and Bidders are limited to those in attendance that are prequalified.
3.	Project documents can be obtained from Tetra Tech's office for a non-refundable handling fee of $100 per set.
4.	Sealed bids for this project 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 (Third Floor), Dover, DE 19901 until 2:00 p.m. local time on Tuesday, November 21, 2017, at which time they will be publicly opened and read aloud. Bidder bears 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. Change order requests will be based upon these rates and the actual number of hours required to complete the work.
6.	Only plan holders who obtained bid documents 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, Tuesday, November 14, 2017. Submit e-mails to Jim Selinka's attention at james.selinka@tetratech.com
8.	Insurance requirements are listed in Section 00 81 13 General Contracting 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. Last addenda, if required will be issued November 17, 2017.

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. List each Addendum individually on the Bid Form.

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. Separate schedule of values is required for each roof project section.

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 installers 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 potential change orders need to be immediately brought to the attention of the Architect and site supervisor (PRS). Change orders must be approved 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 will be made available to contractors for their use as long as the privilege is not abused.

19. Contractors shall submit a list of all proposed workers along with their completed DOC security clearance applications. Same applies to all Subcontractors and manufacturers' representatives. **POST MEETING NOTE: CONTRACTORS WILL NOT BE REQUIRED TO PROVIDE SECURITY CLEARNACE APPLICATIONS FOR THIS PROJECT.**

20. Normal working hours are between 7:00 a.m. to 3:00 p.m., Monday thru Friday. Work after hours may be allowed until sunset Monday thru Friday. There is also the potential for Saturday work from 6am to 2pm. Work after 3pm and on Saturday will need to be approved by DOC maintenance.

21. Contractors are required to sign in each morning. Trucks should be kept clean, trash within the vehicle could increase the amount of time it takes the Correctional Officers to inspect the vehicles.

22. All vehicles and tool boxes shall be locked at all times. 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 and gang boxes. Report all missing tools immediately. Leave all unnecessary tools at the shop.

23. Contactor is to coordinate the removal and reinstallation of the security cameras with DOC Maintenance. The security cameras will be removed and reinstalled by DOC maintenance or their subcontractor, not by the contractor awarded this contract.

24. All utility shutdowns must be coordinated with DOC Maintenance.

25. 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.

26. A contingency allowance of $20,000.00 is to be included in your base bid.

27. Unit pricing for the replacement of the wood fascia board and wood rake board substructure is to be provided with your bid.

28. The Bid Form – Subcontractor List shall be reviewed, which list six (6) Sub-Contractor as follows: Roofing, Mechanical, Electrical, Caulking, Lightning Protection, and Insulation.

29. Contractors are required by the State of Delaware, as of the beginning of 2016 to have a Drug Testing Program that must comply with the State of Delaware's requirements and sign the Bid Form – Affidavit of Employee Drug Testing Program in acknowledgement. The Prime Contractor and all Sub-Contractor's shall be required to fill-out and sign the Bid Form – Affidavit of Employee Drug Testing Program in acknowledgement.

30. Contractors are advised that they are not to leave any blank spaces on the Bid Forms. All spaces are to be filled in.

31. All addenda are to be listed separately on the Bid Form (i.e. Addenda 1, 2, 3,etc.)

32. Only Prime Contractors are required to submit a copy of their Delaware Business license with their bid.

33. This is a tobacco free facility inside and outside the fence line. No tobacco products will be allowed.

TETRA TECH

240 Continental Drive, Suite 200, Newark, Delaware 19713

PREBID MEETING SIGN-IN SHEET

MAINTENANCE BUILDING ROOF REPLACEMENT
SUSSEX CORRECTIONAL INSTITUTION

Tt PROJECT NO.: 200-26912-16014
DATE: November 2, 2017

	Name	Company	Physical Address	Telephone	Fax	e-mail
1	Jim Selicka	Tetra Tech	240 Continental Dr	609-433-8988		jame..selicka@tetratech.com
2	TOM CONLON	OMB/DFM	540 DUPONT, DOVER	(302)739-5644		THOMAS.CONLON@STATE.DE.US
3	Chris Smith	Jottan	61 Cathy Ln.	609-447-6200	6206	chris@jottan.com
4	John McNAMARA	B&B LIGHTNING	47 Virginia Ave Trenton	6093921929		JMCNAMARA@BBLIGHTNING.COM
5	MARK EVELAND	D.A. NOLT INC	53 CROSS KEYS RD BERLIN NJ	856 7539333	856 7534963	MARK@DANOLT.COM
6	Jason Stallings	Quality Exteriors, Inc.	60 Hopkins Cemetery Rd. Harrington, DE 19952	302-398-9283	302-398-9290	Jason@qexteriorsinc.com
7	MATT Papa	PSC Roofing inc	35 south gate blvd	302-322-6767	302-322-8809	matt@pcroofmgmt.com
8	Taylor Cribb	CTA Roofing	91 Blue Hen drive Newark DE 19713	302 454-8551		MARK@CTAroofing.com
9	Ron ZAWORA	SCI MAIT	RT #113	302 856-5265		Ronald.ZAWORA@State
10	Dean Seely	OMB/DFM				joseph.seely@state.de.us
11	Rick Ward	SCI Maint		(302) 856-5266		Richard W. Ward@state.de
12						
13						

Maintenance Building Roof Replacement **200-26912-16014**
Sussex Correctional Institution

Bids Due: **2:00 p.m., November 21, 2017 at**
Facilities Management Office
Thomas Collins Building
540 S. DuPont Highway, Ste 1 (Third Floor)
Dover, DE 19901

REGISTER OF BID DOCUMENTS
PLEASE PRINT CLEARLY

$ 100.00 per set

#01	Name of Company: D. A. NOLT INC Physical Address: 53 CROSS KEYS RD City, State: BERLIN NJ 08009 Contact: MARK EVELAND Phone: 856 7539333 Fax: 856 753 4963 E-Mail: MARK@DANOLT.com / MATT@DANOLT.com	GC: YES [X] NO [ ]	Date: 11-2-17
#02	Name of Company: Jottan, Inc. Physical Address: 61 Cathy Ln City, State: Florence, NJ Contact: Liz Ashenbrener Phone: 609-447-6200 Fax: 609-447-6206 E-Mail: salesadmin@jottan.com	GC: YES [X] NO [ ]	Date: 11/2/17
#03	Name of Company: Quality Exteriors, Inc. Physical Address: 60 Hopkins Cemetery Rd. City, State: Harrington, DE 19952 Contact: Jason Stallings Phone: 302-398-9283 Fax: 302-398-9290 E-Mail: jason@qexteriorsinc.com	GC: YES [X] NO [ ]	Date: 11/2/17

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REGISTER OF BID DOCUMENTS
PLEASE PRINT CLEARLY

$ 100.00 per set

#04	Name of Company: P&C Roofing Inc		YES	NO
	Physical Address: 35 Southgate blvd			
	City, State: New Castle DE 19720			
	Contact: Matt Papa	GC:	☐	☑
	Phone: 302-322-6767			
	Fax: 302-322-8809	Date: 11-2-17		
	E-Mail: matt@pcroofinginc.com			
#05	Name of Company: CTA ROOFING		YES	NO
	Physical Address: 91 blue hen DRIVE			
	City, State: NEWARK DE			
	Contact: MARK CRIBB	GC:	☐	☑
	Phone: 302 454-8551			
	Fax: 302 454-8554	Date: 11-2-17		
	E-Mail: MARK@CTAROOFING.COM			
#06	Name of Company:		YES	NO
	Physical Address:			
	City, State:			
	Contact:	GC:	☐	☐
	Phone:			
	Fax:	Date:		
	E-Mail:			