



ARCHITECTURE
ENGINEERING

April 30, 2014

Re: **DELAWARE STATE POLICE – TROOP 3 – BID PACK II**
Kent County, Delaware
2011116.00

ADDENDUM SEVEN

The addendum forms a part of the contract documents and modifies the original bidding documents dated April 7, 2014 as noted below.

GENERAL

1) The Bid Date has been extended to FRIDAY MAY 16, 2014 @ 2:00 pm

- a. Sealed bids for OMB/DFM Contract No. MJ450600001 – Delaware State Police – New Troop 3 – Building Construction will be received by the State of Delaware, Office of Management and Budget, Division of Facilities Management in the reception area of the Facilities Management Office in the Thomas Collins Building, 504 S. DuPont Highway, Suite 1 (Third Floor), Dover, DE 19901 until 2:00 pm local time on Friday, May 16, 2014, 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 be returned unopened.

2) Bidding Schedule

- a. Last Day for Substitutions – 2:00 pm local time, Tuesday May 6, 2014
- b. Last Day for Questions – 2:00 pm local time, Friday May 9, 2014
- c. Last Addendum Issued – 2:00 pm local time, Monday May 12, 2014

d. Bids Due / Bid Opening – Friday May 16, at 2:00 pm EST



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CLARIFICATION

1) Subcontractor Pre-Qualification

- a. In addition to the General Contractor, the following Subcontractors categories listed below are required to be prequalified to bid on this project. As a clarification, prequalification includes both an Annual Prequalification and a Supplemental prequalification specific to this project. Applications for Supplemental Prequalification for those subcontractors currently listed on the Annual Prequalification Registry whose Maximum Contract Dollar Value exceeds those listed below will be received by OMB/DFM until the close of business MONDAY MAY 5, 2104. The Subcontractor Classifications that require supplemental pre-qualification are:

<u>Subcontractor Classification</u>	<u>Maximum Contract Dollar Value</u>
1. Concrete	\$550,000
2. Electrical	\$1,000,000
3. Masonry	\$500,000
4. Mechanical / Plumbing	\$1,900,000
5. Roofing	\$500,000
6. Steel	\$700,000

- b. The final, pre-qualified Contractor / Subcontractor list will be posted on OMB/DFM's website on WEDNESDAY, MAY 7, 2014. ONLY THOSE SUBCONTRACTORS LISTED ON THE REGISTRY WILL BE PERMITTED TO BID ON THE PROJECT.

1. Website: <http://dfm.delaware.gov/prequal/index.shtml>

- c. Attached is the "Application for Contractor / Subcontractor Supplemental Prequalification".

PROJECT MANUAL VOLUMES 1, 2 AND 3

1) SECTION 004100 – BID FORM

- a. REVISE Bid Date / Time

Attachments:

APPLICATION FOR CONTRACTOR / SUBCONTRACTOR SUPPLEMENTAL PREQUALIFICATION
SECTION 004100 – BID FORM

201111600_BPII_Addendum_07.doc

**APPLICATION FOR
CONTRACTOR/SUBCONTRACTOR
SUPPLEMENTAL
PREQUALIFICATION**



Department of Safety and Homeland Security

Delaware State Police – New Troop 3

Contract No. MJ450600001

OVERVIEW

INTRODUCTION

Pursuant to Section 6962(c), Title 29 of the Delaware Code, the Office of Management and Budget has established a two-step process for the prequalification of contractors and subcontractors that elect to bid on large public works contracts for which prequalification is specified by the contracting agency. The two-step prequalification process involves:

- 1) **General Prequalification** – The first step in the prequalification process that enables applicants to submit financial information and work/project history that the Department will use to assign one or more work classifications and bidding dollar limits. General prequalification remains valid for twelve calendar months from the time a contractor or subcontractor becomes prequalified by the Department.
- 2) **Supplemental Prequalification** – The second step in the process that enables prequalified contractors and subcontractors to provide a limited scope of information that is *specific to a single project*. Supplemental prequalification does not require resubmission of information provided to the Department as part of general prequalification.

GENERAL PREQUALIFICATION

The prequalification classification issued by the Department, as part one of the prequalification process, is valid for a period of twelve months. It is the prequalified contractor's or subcontractor's responsibility to reapply for prequalification before the twelve-month period has expired in order to remain prequalified. The Department will not notify contractors or subcontractors of the impending expiration of prequalification.

The Department will maintain a registry of all contractors and subcontractors prequalified to bid on public works contracts. The registry will include the classification(s) of the contractor or subcontractor and the maximum contract dollar value(s) for which the contractor or subcontractor may submit a bid. This registry will be posted on the Division of Facilities Management's website at <http://dfm.delaware.gov/>. All other information submitted by contractors or subcontractors will remain confidential to the fullest extent allowed by law.

SUPPLEMENTAL PREQUALIFICATION

For specific projects in which a supplemental prequalification is required (at the option of the contracting agency), the agency may require supplemental information that is specifically relevant to the public works contract to be bid. This request for supplemental information shall not duplicate the information requested by the Department during its general prequalification process. **You must be prequalified under a general prequalification in order to apply for supplemental prequalification.** However, an applicant may submit applications for both general and supplemental prequalification at the same time.

Upon completion of the Department's review of the prequalification information submitted by the contractor or subcontractor, a decision will be made to either approve or deny the prequalification. All contractors or subcontractors seeking prequalification will be notified of the Department's decision, in writing, within five days of such determination. Notice of the determination of this supplemental prequalification shall be made by the Department (or in the case of supplemental prequalification being administered by a school district, the school district itself), no less than 14 calendar days before the close of the project bid. Any contractor or subcontractor denied supplemental prequalification may request, in writing, a review of such decision with the Director. This request must occur within five working days of the contractor's or subcontractor's receipt of the Department's notice of denial.

GENERAL INFORMATION

1. Copies of this Application for Contractor/Subcontractor Supplemental Prequalification may be obtained by calling the Division of Facilities Management at (302) 739-5644 (will be sent via U.S. Mail), or you may obtain the Application on-line by visiting our website at <http://dfm.delaware.gov/>.
2. You must be prequalified under a general prequalification in order to apply for supplemental prequalification. However, an applicant may submit applications for both general and supplemental prequalification at the same time. Copies of the Application for Contractor/Subcontractor Annual Prequalification may be obtained by calling the Division of Facilities Management at (302) 739-5644 (will be sent via U.S. Mail), or you may obtain the Application on-line by visiting our website at <http://dfm.delaware.gov/>.
3. Mail completed applications to: Division of Facilities Management
 ATTN: CSAP Committee - Supplemental
 Project: Delaware State Police – New Troop 3
 540 S. DuPont Highway, Suite 1
 Dover, DE 19901
4. Faxed applications will not be accepted.
5. Notice of approval or denial of prequalification will be made by the Department within five days of such determination by registered mail, certified mail or other legally valid method.
6. Any contractor or subcontractor who holds a valid prequalification classification shall report any material changes which could adversely affect the prequalification to the Department within ten days of the material change. This notification should come in the form of a letter on the contractor's or subcontractor's letterhead and be signed by an officer of the organization.
7. The Department will maintain a registry of all contractors and subcontractors prequalified to bid on large public works contracts. The registry will only include the contractor's or subcontractor's name, its classification(s) and maximum contract dollar value(s). A copy of the registry may be obtained by calling the Division of Facilities Management or by visiting our website at <http://dfm.delaware.gov/>.

Instructions and Information for Completing Application for Contractor/Subcontractor Supplemental Prequalification:

- Complete all questions completely and accurately. Either type the information or print legibly. Submit one original copy.

**Office of Management and Budget
Division of Facilities Management**

Application for Contractor/Subcontractor Supplemental Prequalification

Project: Delaware State Police – New Troop 3

**Part I:
General Information**

Submitted by: _____

Address: _____

Principal Office Location: _____

Phone Number: _____

Fax Number: _____

E-Mail Address: _____

Website Address: _____

Delaware Business License Number: _____

Federal E.I. Number: _____

Have there been any material changes in your organization since you last submitted an application for annual prequalification?

No Yes (please explain)

Material changes include, but are not limited to:

- Change in financial ability to perform a public works contract;
- Change in experience to undertake a public works contract;
- Failure to perform on prior public or private construction contracts;
- Breach of contract that indicates your firm may not be capable of performing the work or completing a large public works contract;
- Criminal convictions for fraud, misrepresentation or theft related to contract procurement;
- Debarment or suspension by any government agency that indicates your firm may not be capable of performing the work or completing a large public works contract;
- Revocation or suspension of license that indicates your firm may not be capable of performing the work or completing a large public works contract; or
- Bankruptcy proceedings that indicate your firm may not be capable of performing the work or completing a large public works contract.

Prequalification may be denied for any of the above reasons or other reasons as deemed appropriate by the Department. Also, failure to provide complete and accurate prequalification information as requested by the Department, or failure to report any material changes which could adversely affect the prequalification within ten days of the change, may be grounds for denial of prequalification.

Part II:
Contractor/Subcontractor Supplemental Prequalification
Delaware State Police – New Troop 3

Classification (check all that apply)	Estimated Contract Amount
<input type="checkbox"/> General Construction	\$10,000,000.00
<input type="checkbox"/> Concrete	\$550,000.00
<input type="checkbox"/> Electrical	\$1,000,000.00
<input type="checkbox"/> Masonry	\$500,000.00
<input type="checkbox"/> Mechanical/Plumbing	\$1,900,000.00
<input type="checkbox"/> Roofing	\$500,000.00
<input type="checkbox"/> Steel Erection	\$700,000.00

This qualification statement must be signed by an officer/owner of the company.

By: _____
(Printed Name)

(Title)

(Authorized Signature)

Date _____

DELAWARE STATE POLICE NEW TROOP 3 – BID PACK II - BUILDINGS
KENT COUNTY, DELAWARE
CONTRACT # MJ450600001

BID FORM

For Bids Due: Until 2:00 pm (Local Time) **To:** State of Delaware, Office of Management and Budget
May 16, 2014 Division of Facilities Management
540 S. DuPont Highway, Suite 1
Dover, Delaware 19901
Attn: Rich Glazeski

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:

\$ _____
(\$)

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: Construction of Maintenance Building and associated construction. Refer to drawings and specifications for scope.

Add/Deduct: _____
(\$)

ALTERNATE No. 2: Provide Asphalt Shingle Roof and Modified Bitumen Roofing in Lieu of Standing Seam Metal Roofing. Refer to drawings and specifications for scope.

Add/Deduct: _____
(\$)

ALTERNATE No. 3: Provide Rubber Base and VCT Flooring in Lieu of Wood Base and Resinous Flooring at Corridors. Refer to drawings and specifications for scope.

Add/Deduct: _____
(\$ _____)

ALTERNATE No. 4: Provide insulated metal panel in lieu of standard metal panel at Maintenance Building. Refer to drawings and specifications for scope.

Add/Deduct: _____
(\$ _____)

ALTERNATE No. 5: Provide Alternate Bricks in Lieu of Base Bid Bricks. Refer to drawings and specifications for scope.

Add/Deduct: _____
(\$ _____)

ALTERNATE No. 6: Provide Alternate Light Fixtures in lieu of Base Bid Light Fixtures.

Add/Deduct: _____
(\$ _____)

DELAWARE STATE POLICE NEW TROOP 3
KENT COUNTY, DELAWARE
CONTRACT # MJ450600001

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 sixty (60) 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.

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)

DELAWARE STATE POLICE NEW TROOP 3
KENT COUNTY, DELAWARE
CONTRACT # MJ4506000001

BID FORM

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>	<u>Subcontractors tax payer ID # or Delaware Business license #</u>
1. <u>Concrete</u>	_____	_____	_____
2. <u>Masonry</u>	_____	_____	_____
3. <u>Electrical</u>	_____	_____	_____
4. <u>Mechanical</u>	_____	_____	_____
5. <u>Plumbing</u>	_____	_____	_____
6. <u>Roofing</u>	_____	_____	_____
7. <u>Steel Erection</u>	_____	_____	_____
8. <u>Painting</u>	_____	_____	_____

- 9. **Drywall** _____
- 10. **Resinous Floor Systems** _____
- 11. **Resilient Floor Systems** _____
- 12. **Carpet Floor Systems** _____
- 13. **Ceilings** _____
- 14. **Millwork / Casework** _____
- 15. **Storefront / Curtainwall** _____
- 16. **Pre-Eng. Metal Building** _____
- 17. **Fire Alarm** _____
- 18. **Fire Sprinkler** _____
- 19. **Ballistic Materials** _____
- 20. **Insulating Air Barrier** _____

DELAWARE STATE POLICE NEW TROOP 3
KENT COUNTY, DELAWARE
CONTRACT # MJ450600001

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 (*Project or Contract Number*) 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.