

**Addendum  
No. 1**

Date: March 28, 2018  
Project: CRSD Charlton School Renovations Phase 2  
Secured Entry & HVAC Renovations  
SRS-18005-ChRen2

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The work herein shall be considered part of the bid documents for the referenced project and carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Acknowledge receipt of addendum on the bid form as indicated.

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**General**

1. Pre-Bid sign-in sheet is attached.
2. Sealed bids are due at 2:00pm on April 10, 2018 at Caesar Rodney School District, Facilities Management, 7 Front Street, Wyoming, DE 19934 at which time they will be publicly opened and read aloud.
3. The deadline for RFIs to StudioJAED is Thursday, April 3, 2018 at 2:00 pm.
4. RFI and questions are to be submitted via email to Paul Guggenberger and Philip Conte at StudioJAED.  
[guggenbergerp@studiojaed.com](mailto:guggenbergerp@studiojaed.com)  
[contep@studiojaed.com](mailto:contep@studiojaed.com)

**Pre Bid Meeting Minutes**

1. Reviewed Scope
  - a. Renovation of the lobby and administrative office to provide a new secure entrance and expanded administrative office. Metal stud partitions, sheet vinyl floors, acoustic ceiling tile, lighting fixtures and casework to be installed. New VAV units and duct reconfiguration. Alarm and fire suppression system reconfiguration. Adjacent rooms affected by the renovation will have materials to match existing.
  - b. Removal of existing sheet vinyl flooring at corridors and cafeteria. Prepare substrate and install new sheet vinyl flooring.
  - c. Exterior curtainwall system with storefront doors and hardware. Exterior canopy.
  - d. Existing RTUs will be removed and replaced in kind.
2. Reviewed Bid Form
  - a. Complete forms as presented, do not edit or alter.
  - b. Provide all information requested in full or bid will not be accepted.
  - c. Revised Drug Testing policy and forms to be issued via addendum.
  - d. Acknowledge all addendums as individual items.
  - e. Include a copy of your business license, not just a number.

3. Reviewed Sub Contractor List
  - a. Demolition – Will be deleted via addendum
  - b. Carpentry
  - c. Mechanical
  - d. Electrical
  - e. Building Automation System
  - f. Flooring – Will be added via addendum
  - g. Glass and Glazing – Will be added via addendum
4. Reviewed Alternates
  - a. Alternate No. 1 - Epoxy Flooring:  
Provide epoxy flooring at Corridor and Cafeteria in lieu of sheet vinyl. Refer to drawing A3.3.
5. Reviewed Unit Prices
  - a. None
6. Reviewed Allowances
  - a. None
7. Prevailing Wage Project
  - a. Rates included in specifications. Note 2017 is applicable.
8. Schedule
  - a. Anticipate prompt award and commencement after bids are received.
  - b. 6/11/18 Last day for Teachers.
  - c. 6/12/18 mobilization.
  - d. 6/19/18 Summer School starts.
  - e. 7/26/18 Last day of Summer School.
  - f. 8/18/18 Project completion.
  - g. 8/20/18 Approximate school start.
9. During the contract period, the following work will proceed at the school under separate contract or by the District.
  - a. School cleaning
  - b. Charlton classrooms WILL NOT be used for summer school.
  - c. Charlton cafeteria WILL BE used for summer school.
10. Contractor Use of Premises
  - a. The Contractor shall check in at the front desk each day.
  - b. Toilet facilities shall be provided by the Contractor.
  - c. Contractor's personnel shall have no contact with students.
  - d. No smoking is permitted on the campus.
  - e. Harsh language will not be tolerated.
  - f. Work hours are 7:00 to 4:00, Monday through Friday unless necessary for schedule purposes and approved in advance by the Owner.

11. Building Permit

- a. Building permit is by Kent County. Permit application and fee is the responsibility of the Contractor.

12. Additional site visits may be arranged by contacting Ken Starke at the District Office: 302-697-4048 or [kenneth.starke@cr.de.us](mailto:kenneth.starke@cr.de.us)

**End**

**HEADQUARTERS**

2500 WRANGLE HILL ROAD  
FOX RUN OFFICE PLAZA, SUITE 110  
BEAR, DE 19701

302.832.1652 **PHONE**  
302.832.1423 **FAX**

ARCHITECTS

ENGINEERS

FACILITIES SOLUTIONS

Project: Caesar Rodney School District  
Secured Entry and HVAC Renovations  
Project No.: 15070  
Date: March 26, 2018

**PRE-BID  
SIGN IN SHEET**

<b>REPRESENTATIVE</b>	<b>FIRM / PHONE / FAX / EMAIL</b>
1. <u>Gary Fowler</u>	<u>Diamond Mechanical, Inc.</u> <u>302-697-7694</u> <u>No fax</u> <u><a href="mailto:gflower@diamondmechanical.net">gflower@diamondmechanical.net</a></u>
2. <u>Katie Wilhelm</u>	<u>Bathon Builders</u> <u>410-398-0800</u> <u>410-398-0246</u> <u><a href="mailto:lbathon@bathonbuilders.com">lbathon@bathonbuilders.com</a></u>
3. <u>David Ragolia</u>	<u>CNM</u> <u>302-450-6093</u> <u>No fax</u> <u><a href="mailto:david.ragolia@cherokee-cnccs.com">david.ragolia@cherokee-cnccs.com</a></u>
4. <u>Robin Schurman</u>	<u>BRS General &amp; Mechanical Contractor</u> <u>302-786-2326</u> <u>302-786-2079</u> <u><a href="mailto:robin@brsconinc.com">robin@brsconinc.com</a></u>
5. <u>Keith Long</u>	<u>Briggs Company, Inc.</u> <u>302-856-7033</u> <u>302-856-7085</u> <u><a href="mailto:contact@jlbriggsco.com">contact@jlbriggsco.com</a></u>

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REPRESENTATIVE	FIRM / PHONE / FAX / EMAIL
6. <u>Richard Bailey</u>	<u>Richard Y Johnson &amp; Son</u> <u>302-422-3732</u> <u>302-422-4696</u> <u><a href="mailto:dzook@ryjson.com">dzook@ryjson.com</a></u>
7. <u>Ryan Jackson</u>	<u>Amakor Builders</u> <u>302-834-8664</u> <u>302-834-8681</u> <u><a href="mailto:amakor@aol.com">amakor@aol.com</a></u>
8. <u>Gregory Thompson</u>	<u>Conventional Buildings, Inc.</u> <u>302-422-2429</u> <u>302-422-2135</u> <u><a href="mailto:Conventionalbuilders@comcast.net">Conventionalbuilders@comcast.net</a></u>
9. <u>Bill Booth</u>	<u>Commonwealth Construction Company</u> <u>302-654-6611</u> <u>302-654-6611</u> <u><a href="mailto:bbooth@itscommonwealth.com">bbooth@itscommonwealth.com</a></u>
10. <u>Chase Lockard</u>	<u>Modern Controls</u> <u>302-325-6800</u> <u>No Fax</u> <u><a href="mailto:clockard@moderncontrols.com">clockard@moderncontrols.com</a></u>



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11. <u>Philip Conte</u>	<u>StudioJAED Architects &amp; Engineers</u> <u>302-832-1652</u> <u>302-832-1423</u> <u><a href="mailto:contep@studiojaed.com">contep@studiojaed.com</a></u>
12. <u>Ken Starke</u>	<u>Caesar Rodney School District</u> <u>302-697-4048</u> <u><a href="mailto:kenneth.starke@cr.k12.de.us">kenneth.starke@cr.k12.de.us</a></u>