

**Addendum
No. 1**

Meeting Date: June 10, 2026
Addendum Date: June 11, 2026
Project: East Side Chiller Replacement at SC Courthouse
DFM Project No: MC1002001123

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.

Pre-Bid Meeting Minutes / Clarifications:

1. Introductions:
 - a. State of DE OMB/DFM Project Manager – Dean Seely
joseph.seely@delaware.gov / 302-739-5644
 - b. Studio JAED Project Manager – Dan Shurina
shurinad@studiojaed.com / 302-832-1652
2. See attached pre-bid sign in sheets for reference.
3. Review of bidding timeline.
 - a. Bids will be received by the State of Delaware, Office of Management and Budget, Division of Facilities Management, by way of the Bonfire Portal at <https://DFM/bonfirehub.com> until 1:00 PM, Thursday, July 2, 2026. Bids will be read aloud in the conference room at 2:00 PM.
 - b. Bidders are to submit questions in writing by email to Dan Shurina at the e-mail address noted above. Responses will be issued by addendum.
 - c. Bidder questions will be accepted until 5:00 PM Thursday, June 25, 2026.
4. All drawings must be purchased through RCI as noted in the bid advertisement. All information / addenda will be released through RCI for this bid. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THAT THEY HAVE RECEIVED ALL ADDENDA FOR THE PROJECT.
5. The contractor is responsible for obtaining all required building permits and trade permits for the project.
6. The bid form is reissued with this addendum to include listed subcontractor categories. Listed subcontractor categories exclusively include HVAC, Electrical and Carpentry.
7. The existing BAS is JCI by Modern Controls. Modifications to existing BAS are to be performed by Modern Controls.

8. The project includes a \$40,000 allowance for unforeseen conditions which is to be included in contractor's base bid price and is to be used at the owner's discretion as project progresses. The allowance is not intended for any portion of work indicated in the bid documents. Any balance remaining in the allowance is to be returned to owner by credit change order at project conclusion.
9. Bid Form and Required Documents:
 - a. Bidders may not alter the bid form.
 - b. If bid form is reissued during the bidding process, the latest bid form is to be submitted.
 - c. Bidders are not to leave any blank lines on the bid form. Fill out bid form completely.
 - d. Bidders are to individually acknowledge receipt of each numbered addendum received on the bid form. Bidders must list themselves for any listed subcontractor scope of work if they intend to do the scope of work with their own work force.
 - e. Completed drug testing affidavit forms are required with each bid. The drug testing affidavit declares compliance with drug testing requirements for the bidder and all listed subcontractors.
 - f. A bid bond is required to be submitted with the bid. Bidders are to use the state bid bond form, a copy of which is found in the project manual.
10. In general, work is to be performed during normal business hours (Monday through Friday, 8:00 am through 4:30 pm with minor adjustments as needed to accommodate the owner's schedule unless noted otherwise in the documents – and the Contractor may begin the work once all materials to complete the project are in-hand and following Owner's approval of the Contractor's work schedule.
11. Work is to be sequenced seasonally such that the entire cooling system is operational between April 15th and October 15th, annually, with minor adjustments as required by the Owner to maintain building setpoints. Contractor shall provide temporary chiller with temporary electrical and chilled water connections and modifications as required in the event the chilled water system is not operational by the required date.
12. See 01 10 00 Summary of Work for requirements related to HVAC shutdowns, utility outages and work sequencing.
13. Immediately following the pre-bid meeting, a voluntary walkthrough was conducted at the project site.

Changes to Specifications:

1. Specification 00 41 13 – Bid Form
 - a. Amended to include subcontractor categories decided upon at mandatory pre-bid meeting.
 - b. See attached updated Bid Form.

Changes to Drawings:

1. Drawing MD101 – First Floor Demolition Plan
 - a. Add draining, demolition and replacement of section of fire protection piping as indicated to facilitate the work.
 - b. See attached updated Drawing MD101.

Attachments:

1. Pre-Bid Sign-In Sheet (Scanned)
2. Pre-Bid Sign-In Sheet (Typed)
3. Specification 00 41 13 – Bid Form
4. Drawing MD101 – First Floor Demolition Plan

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: East Side Chiller Replacement at SC Courthouse
Project No.: MC1002001123

Start Time:
End Time:

Pre-Bid Meeting
June 10, 2026
SIGN IN SHEET

ATTACH BUSINESS CARD

and WRITE: Name, Firm, Phone, Email, Signature, Time

Name:	Vince Duobinis
Firm:	East Coast Plumbing & HVAC
Phone:	302-743-6803
Email:	Vince@ecph.net
Signature:	
Time:	8:51 AM
Name:	Chris Dennis
Firm:	Schlosser + Associates
Phone:	302-738-7333
Email:	Chris@schlosserandassociates.com
Signature:	
Time:	8:50 AM
Name:	Edward Welch
Firm:	Flo Mechanical
Phone:	302 530 1030
Email:	Jamese@flomechanical.com
Signature:	
Time:	8:50



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and WRITE: Name, Firm, Phone, Email, Signature, Time

Large empty rectangular box for business card attachments.

Name:	Bobby Stewart
Firm:	Statewide Mechanical Inc
Phone:	302-376-6117
Email:	bstewart@statewide-hvac.com
Signature:	
Time:	8:45
Name:	Chuck Cosper
Firm:	AMAKOR INC.
Phone:	302-834-8664
Email:	AMAKOR@AOL.COM
Signature:	
Time:	850
Name:	MIKE PETVA
Firm:	BANCROFT CONST
Phone:	302 275 8542
Email:	MPETVA@bancroftusa.com
Signature:	
Time:	850



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ATTACH BUSINESS CARD

and WRITE: Name, Firm, Phone, Email, Signature, Time

Large empty rectangular box for attaching business cards.

Name:	Alyssa Serpico	
Firm:	Joseph T. Richardson, Inc	
Phone:	302-398-8101	
Email:	Serpico@JTRmedia.net	
Signature:	Time:	8:57
Name:	Thomas O'Flynn	
Firm:	Superior Electric	
Phone:	302-332-9344	
Email:	thomas@superiorelectric.biz	
Signature:	Time:	8:55am
Name:	Jacob Giulisani	
Firm:	JD Griffith Inc	
Phone:	302-593-0990	
Email:	amecracken@JDGriffith.com	
Signature:	Time:	9:01 am



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Large empty rectangular box for business card attachment.

Name:	Mike Vallandingham	
Firm:	MODERN Controls	
Phone:	720.775.5086	
Email:	MVALLANDINGHAM	
Signature:		Time: 9:00 am
Name:	Dea Seely	
Firm:	OMB/DFM	
Phone:		
Email:		
Signature:		Time: 5:00 AM
Name:	Paul Morino	
Firm:	DFM	
Phone:	302-535-2026	
Email:	paul.marino@delaware.gov	
Signature:		Time: 9:00 AM



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ATTACH BUSINESS CARD

and WRITE: Name, Firm, Phone, Email, Signature, Time

Large empty rectangular box for business card attachment.

Name:	EVAN MARVEL	
Firm:	DFM	
Phone:	(302) 554-4396	
Email:	evan.marvel@Delaware.gov	
Signature:		
Time:	9:00 am	
Name:	Josh Cannon	
Firm:	Worth & Company	
Phone:	302-584-7291	
Email:	estimating@worthandcompany.com	
Signature:		
Time:	9:00 am	
Name:	JORDAN BELLOMO	
Firm:	Energy Transfer Solutions	
Phone:	302-563-2561	
Email:	JORDANB@ETSHVAC.COM	
Signature:		
Time:	9:00 am	



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ENGINEERS

FACILITIES SOLUTIONS

Project: East Side Chiller Replacement at SC Courthouse
Project No.: MC1002001123
Date: June 10, 2026

Start Time: 9:00 AM
End Time: 9:25 AM

**PRE-BID
SIGN IN SHEET**

1. Dan Shurina Studio JAED
302-832-1652
shurinad@studiojaed.com

2. Vince Duobinis East Coast Plumbing & HVAC
302-743-6803
vince@ecph.net

3. Chris Dennis Schlosser & Associates
302-738-7333
chris@schlosserandassociates.com

4. Edward Welch Flo Mechanical
302-530-1030
jamese@flomechanical.com

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5. Bobby Stewart Statewide Mechanical, Inc
302-376-6117
bstewart@statewide-hvac.com

6. Chuck Cosner Amakor, Inc
302-834-8664
amakor@aol.com

7. Mike Petua Bancroft Construction
302-725-8542
mpetua@bancroftusa.com

8. Alyssa Serpico Joseph T. Richardson, Inc
302-398-8101
serpico@jtrmech.net

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9. Thomas O'Flynn Superior Electric
302-332-9344
thomas@superiorelectric.biz

10. Jacob Giuliani ID Griffith, Inc
302-593-0990
amccracken@idgriffith.com

11. Mike Vallandingham Modern Controls
720-775-5086
mvallandingham@moderncontrols.com

12. Dean Seely OMB / Division of Facilities Management
302-739-5644
Joseph.seely@delaware.gov

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13. Paul Marino OMB / Division of Facilities Management
302-535-2026
paul.marino@delaware.gov

14. Evan Marvel OMB / Division of Facilities Management
302-554-4396
evan.marvel@delaware.gov

15. Josh Cannon Worth & Company
302-584-7291
estimating@worthandcompany.com

16. Jordan Bellomo Energy Transfer Solutions
302-563-2561
jordanb@etshvac.com

BID FORM

EAST SIDE CHILLER REPLACEMENT
SUSSEX COUNTY COURTHOUSE
1 THE CIRCLE, GEORGETOWN, DE 19947
CONTRACT # MC1002001123

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 thirty (30) days from the date of opening of bids (60 days for School Districts and Department of Education), 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
- Affidavit of Employee Drug Testing Program
- Affidavit of Contractor Qualifications
- Bid Security
- (Others as Required by Project Manuals)

BID FORM

EAST SIDE CHILLER REPLACEMENT
SUSSEX COUNTY COURTHOUSE
1 THE CIRCLE, GEORGETOWN, DE 19947
CONTRACT # MC1002001123

SUBCONTRACTOR LIST

In accordance with Title 29, Chapter 69, Section 6962(d)(10)b of the Delaware Code, the following subcontractor listing must accompany any bid submittal. The bidder must list **in each category** the full name and address (City & State) of the sub-contractor that the bidder will be using to perform the work and provide material for that subcontractor category. Should the bidder's listed subcontractor intend to provide any of their subcontractor category of work through a third-tier contractor, the bidder shall list that third-tier contractor's full name and address (City & State). **If the bidder intends to perform any category of work itself, it must list its full name and address.** For clarification, if the bidder intends to perform the work themselves, the bidder may not insert "not applicable", "N/A", "self" or anything other than its own full name and address (City & State). To do so shall cause the bid to be rejected. In addition, the failure to produce a completed subcontractor list with the bid submittal shall cause the bid to be rejected. If you have more than three (3) third-tier contractors to report in any subcontractor category, print out additional page(s) containing the appropriate category, complete the rest of your list of third-tier contractors for that category, notate the addition in parentheses as (CONTINUATION) next to the subcontractor category and an asterisk (*) next to any additional third-tier contractors, and submit it with your bid.

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City & State)</u>	<u>Subcontractors tax-payer ID # or Delaware Business license #</u>
1. HVAC	_____	_____	_____
A.	_____	_____	_____
B.	_____	_____	_____
C.	_____	_____	_____
2. Electrical	_____	_____	_____
A.	_____	_____	_____
B.	_____	_____	_____
C.	_____	_____	_____

BID FORM

EAST SIDE CHILLER REPLACEMENT
SUSSEX COUNTY COURTHOUSE
1 THE CIRCLE, GEORGETOWN, DE 19947
CONTRACT # MC1002001123

SUBCONTRACTOR LIST CONTINUED

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City & State)</u>	<u>Subcontractors tax-payer ID # or Delaware Business license #</u>
3. Carpentry	_____	_____	_____
A.	_____	_____	_____
B.	_____	_____	_____
C.	_____	_____	_____

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**AFFIDAVIT
OF
CONTRACTOR QUALIFICATIONS**

We hereby certify that we will abide by the contractor's qualifications outlined in the construction bid specifications for the duration of the contract term.

In accordance with Title 29, Chapter 69, Section 6962(d)(10)b.3 of the Delaware Code, after a contract has been awarded the successful bidder shall not substitute another subcontractor whose name was submitted on the Subcontractor Form except for the reasons in the statute and not without written consent from the awarding agency. Failure to utilize the subcontractors on the list will subject the successful bidder to penalties as outlined in the General Requirements Section 5.2 of the contract.

Contractor Name: _____

Contractor Address: _____

Authorized Representative (typed or printed): _____

Authorized Representative (signature): _____

Title: _____

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.

BID FORM

EAST SIDE CHILLER REPLACEMENT
SUSSEX COUNTY COURTHOUSE
1 THE CIRCLE, GEORGETOWN, DE 19947
CONTRACT # MC1002001123

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 MC1002001123 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.

BID FORM

EAST SIDE CHILLER REPLACEMENT
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1 THE CIRCLE, GEORGETOWN, DE 19947
CONTRACT # MC1002001123

**AFFIDAVIT
OF
EMPLOYEE DRUG TESTING PROGRAM**

4104 Regulations for the Drug Testing of Contractor and Subcontractor Employees Working on Large Public Works Projects requires that Contractors and Subcontractors implement a program of mandatory drug testing for Employees who work on Large Public Works Contracts funded all or in part with public funds.

We hereby certify that we have in place or will implement during the entire term of the contract a Mandatory Drug Testing Program for our employees on the jobsite, including subcontractors that complies with this regulation:

Contractor/Subcontractor Name: _____

Contractor/Subcontractor Address: _____

Authorized Representative (typed or printed): _____

Authorized Representative (signature): _____

Title: _____

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.

END OF BID FORM