



ARCHITECTURE
ENGINEERING

ADDENDUM TO CONTRACT DOCUMENTS

Date: May 29, 2026 **To:** Bidders

From: Bryan Hutchison

Copies: Michalski Marcin

Project: Renovations to Meadowood School + Extension Roofs

Project #: 2025100.00

Subject: Addendum Number 01

NOTICE: Attention is called to the following item(s), effective as of the date above, which shall be added to, deleted from, or changed in the contract documents dated May 01, 2026, and any previously issued addenda, thereby incorporating these items into the contract.

RFI CHANGES: N/A

SPECIFICATION CHANGES:

Item	Description
1	004113 – Bid Forms Sub Contractor list updated per agreed upon list determined at Pre-Bid Meeting.

DRAWING CHANGES:

Item	Description
1	N/A

LIST OF ATTACHMENTS

Item	Description	Date
1	Pre-Bid Meeting Attendance List	05/26/2026
2	Pre-Bid Meeting Minutes	05/26/2026
3	004113 – Bid Forms (updated)	05/29/2026

END OF ADDENDUM 01

cc: All attendees
Owner



ARCHITECTURE
ENGINEERING

PLANNING OUR
CLIENTS' SUCCESS

BECKER MORGAN GROUP, INC.

ARCHITECTURE & ENGINEERING

309 SOUTH GOVERNORS AVENUE
DOVER, DELAWARE 19904
302.734.7950
FAX 302.734.7965

RITTENHOUSE STATION
250 SOUTH MAIN STREET, SUITE 109
NEWARK, DELAWARE 19711
302.369.3700

PORT EXCHANGE
312 WEST MAIN STREET, SUITE 300
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ARCHITECTURE & PLANNING

3205 RANDALL PARKWAY, SUITE 211
WILMINGTON, NORTH CAROLINA 28403
910.341.7600
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www.beckermorgan.com

May 26, 2026

Pre-Bid Meeting

Time/Date: May 26, 2026 @ 1:00 pm

Location: 55A S Meadowood Dr., Newark, DE 19711

RE: **Meadowood & Extension Roof**
Wilmington, Delaware
2025100.00

Attendees

Bryan Hutchison

Christine Olshan

Marcin Michalski

Representing

BMG (Arch)

BMG (Arch)

RCSD (FM)

Email

bhutchison@beckermorgan.com

colshan@beckermorgan.com

marcin.michalski@redclay.k12.de.us

See attached sign-in sheet for additional attendees.

Distribution:

All Attendees; Michalski Marcin

Items Discussed

New Business:

Item No.	Description
1	Introductions A. Introduced point of contact as Bryan Hutchison and Christine Olshan B. Carefully fill out sign-in sheet for future updated information to be sent out to bidders
2	Project requirements A. Instruction to bidders BLH explains that due dates are June 11, 2026 @ 11:00am at the Red Clay School District Facilities Management Office at 1798 Limestone Road, Wilmington, DE 19804. Stated that the bids are to be sealed and delivered to Red Clay School District Facilities Office for public opening C. Bonding was addressed that Bid, payment, and performance bond forms are available in project specifications. D. Insurance requirements were also stated to be outlined in the project specifications. E. Bid Form and Attachments were explained in detail from BLH how to fill out the form in clear detail and gave examples of how DFM expects the forms to be filled out to prevent from being discarded. F. Bid Submittal Requirements were reviewed. BLH noted that the state has specific instructions on how forms must be filled out that are outlined in the project manual and these must be followed or bids will be rejected. G. Bid Submittal Checklist was shared by with the following: 1. Non-collusion statement 2. Affidavit Drug Testing Program 3. Contractor qualifications 4. Affidavit of Craft Training Compliance 5. Bid Securities H. Subcontractors List

	1. Review list in Bid Form (updated bid form with agreed upon sections list will be included the first Addendum) I. Notice of Award: Bids will publicly open once received. After final review is complete, BMG will reach out to bidders after further review once bidder selection is confirmed and approved. Formal contract shall be executed within 20 calendar days after award.
3	- Alpha Omega contractor had a question about subcontractors and if he didn't have one or needed one, would they list themselves? 1. BLH responded to list themselves if no subcontractor is being used and the work is being completed by the GC.
4	Communication during Bidding Period: - Bidder's Requests for Information. - BLH explains how to fill out or submit an RFI and to be submitted to Becker Morgan Group, Attn: Bryan Hutchison as main contact ; copy Christine Olshan - RFI's can be submitted electronically or as hard copies but electronic submissions must be as separate pdf attachments with email on company letterhead and numbered. - Bidder's Substitution Request/Prior Approval Request 1. Must be submitted for Architect's approval before it is to be included in the bid package. - Addenda/Addendum 1. Last RFI must be submitted by June 5th, and last addendum will be issues 2 days prior to bids (June 9th)
5	Contracting Requirements: - Agreement – AIA A101-2017 copy provided with DFM Supplement - The General Conditions – AIA A201-2017 - The Supplementary Conditions – per typ. DFM
6	Construction Documents: - Permits and Approvals ready – they are pending and awaiting successful bidder and determining if there are fees yet. Fees should be left out of bids for now and if needed can be handled via included allowance. - Scopes of Work 1. BMG reviewed project scope. - Use of Site 1. Contractor is to work with District Facilities for staging areas to limit impact. 2. Must coordinate laydown areas with other work being completed - Work Restrictions 1. Must coordinate with Interiors project selected contractor 2. Must coordinate construction efforts with school schedule - Alternates and Unit Prices 1. Alternate 01 – Provide Mod-bit system in lieu of EPDM - Allowances 1. \$15,000.00 Contingency Allowance 2. Authorization form included

7	Schedule a. Project Schedule: 1. June 5th – Last RFI 2. June 9th – Last Addendum 3. June 11th – Bids Due (11am) 4. June 17th – Board Meeting approval b. Other Bidder Questions: Conclude and Questions
8	A walk thru will be set at a later time with the design team for a singular date. - Post meeting note: There will be one (1) cumulative walk thru with design team on June 3rd at 4pm at the school. The roof project will be reviewed first and then followed by a walk thru to review the interior renovation project. - If a separate walk thru is needed, that is to be coordinated with building facilities and Marcin, please email: marcin.michalski@redclay.k12.de.us

*Notes in *italics* are post meeting notes discussed at the current meeting during old business review.*

The above is our interpretation of discussion held on this date. Anyone wishing to add or otherwise change these minutes is requested to submit to Bryan Hutchison at bhutchison@beckermorgan.com within five (5) days.

Respectfully submitted,

BECKER MORGAN GROUP, INC.



Bryan Hutchison, AIA, NCARB, LEED AP
Senior Associate



ARCHITECTURE
ENGINEERING

Meeting Attendance

Date: May 26, 2026

Time: 1:00 pm

Project: Renovations to Meadowood & Extension – Roof

Location: Stanton Middle School

PLEASE PRINT LEGIBLY

Attendees

Name	Representing	Phone #	Email
Bryan Hutchison	Becker Morgan	(302) 369-3700	bhutchison@beckermorgan.com
Christine Olshan	Becker Morgan	(302) 369-3700	colshan@beckermorgan.com
Marcin Michalski	Red Clay SD	(302) 561-6484	Marcin.michalski@redclay.k12.de.us

Michael Marcus D.A. NOLT (856) 753-9333 Matt@da.nolt.com

Micah Megaw D.A. Nolt 856-753-9333 Micah@da.nolt.com

Bene Chacon SGK Contracting inc 410-631 0105 sgk@sgkcontractinginc.com

Christian Locke Jottan Roofing 609 447-4200 Nancy@Jottan.com

Spross Cassino Firstline CONTRACTOR 718-721 0080 OFFICE@Firstlinegc.com

Carmelo Falcone USAGCC 908-436-3739 Info@usagcc.com

Matt Reoli Detwiler Roofing 717-200-4000 info@detwilerroofing.com

Theodore Ryder Aero Residential Contractors
410-391-3445
aeromaryland@yahoo.com

Sam Hamman Harview Roofing 410-254-0816
joegreaver@harviewroofing.com

DJP Builds LLC - DJP Builds@gmail.com (302)-342-6929

Mark Reitsma Farrell Roofing 302-378-7663 mreitsma@Farrellroofinginc.com

Justin Scerbo Farrell Roofing 302-378-7663 jscerbo@Farrellroofinginc.com

Gamaliel Marrero Winchester (215) 917-9443 Lynnek@winchesternj.com

John Hudecheck ACP LLC, Elevate 484 883 8852 johnh@acpllc.com
(302) 322-6167

Michael Cuowlo P&C Roofing Inc MATTO PC Roofing Inc. com

Elizabeth Justis Keller Brothers 410-726-6041 BidsKES@kellerbrothers.com

Michael Kristall Alpha Omega Contracting 917-453-0838 michael@AOCCT.com
Casi@ctarroofing.com

CityCribb CTA Roofing 302-454-8551
Dayton Cassel capital 360 717 682 5495 dayton.c@capitalcoating.com

202510000ad_mtgtattend-Roof-prebid

Troy Stewart capital 360 717 686 3104 troy.s@capitalcoating.com

309 SOUTH GOVERNORS AVENUE, DOVER, DELAWARE 19904 302.734-7950 FAX 302.734-7965

Chris Sanna Tri-State The Roofers 302-229-5807 csanna@tristatetheroofer.com

BID FORM

BID FORMS
00 4113 - 1

RCCSD – Meadowood School & Extension Roof Replacement
Newark, Delaware
Owner's Contract # 2-26-56

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 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)
ATTACHMENTS **Date:** _____

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

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.

[illegible]

RCCSD – Meadowood School & Extension Roof Replacement
Newark, Delaware
Owner's Contract # 2-26-56

BID FORM (Continued)

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. <Trade name>			
A.			
B			
C			
4. <Trade name>			
A			
B			
C			
5. <Trade name>			
A			
B			
C			

RCCSD – Meadowood School & Extension Roof Replacement
Newark, Delaware
Owner's Contract # 2-26-56

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 Red Clay Consolidated School District)*.

All the terms and conditions of 2-26-56 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.

RCCSD – Meadowood School & Extension Roof Replacement
Newark, Delaware
Owner's Contract # 2-26-56

**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.

**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.

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