



R G Architects, LLC

200 West Main Street
Middletown, DE 19709
302.376.8100
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www.rgarchitects.net

RGA No. 22008
March 2, 2023

ADDENDUM NO. 1

**LAKE FOREST SCHOOL DISTRICT -
Delaware Early Childhood Center – HVAC Upgrades**
100 W. Mispillion St., Harrington, DE 19952

R G Architects
200 West Main Street
Middletown, DE 19709
Phone: 302-376-8100 (phone)
Fax: 302-376-9851 (fax)
Email: jim@rgarchitects.net

BIDS DUE:

Thursday, March 23, 2023, at 2:00 p.m.
Bids will be opened and read aloud.

LOCATION:

**Lake Forest School District
5423 Killens Pond Road
Felton, Delaware 19943**

NOTICE TO ALL BIDDERS

1.0 GENERAL NOTES:

- 1.1 Bidders are hereby notified that this Addendum shall be and hereby becomes part of their Contract Documents and shall be attached to the Project Manual for this project.
- 1.2 The following items are intended to revise and clarify the Drawings and Project Manual and shall be included by the Bidder in their proposal.
- 1.3 Bidders shall verify that their Sub-bidders are in full receipt of the information contained herein.
- 1.4 The pre-bid sign-in sheet is attached to this Addendum.
- 1.5 All addenda will be sent out to the registered plan holders only, via email. Contractors are encouraged to keep an eye on their email accounts during the bidding period for such updates.

2.0 PREBID MEETING:

- 2.1 A **MANDATORY** Pre bid Meeting was held on Thursday, March 2, 2023, at 10:00 a.m. at LFSD – Delaware Early Childhood Center, 100 W. Mispillion Street, Harrington, DE 19952. The following items were reviewed:
 - A. Project Description: A brief overview of the Project was discussed by RGA to review the project scope, viewing plans and details.
 - B. Project Schedule: The project tentative start date will be as soon as the winning bidder has been selected and a DFM Purchase Order issued.
 - C. Bid schedule is as follows:

ADDENDUM # 1

1. The bids are due by **2:00 p.m. on Thursday, March 23, 2023.**
 2. Bids will be opened and read aloud at **2:00 p.m. on Thursday, March 23, 2023.**
 3. Substitution requests will be received until **4:00 p.m. on Monday, March 13, 2023.**
Instructions for requesting substitutions are very specific and are contained in the project manual. If the contractor does not follow the processes, it is automatic grounds for rejection.
 4. Questions regarding the bid documents will be received until **4:00 p.m. on Thursday, March 16, 2023.**
All questions **must** be submitted **in writing** (via email, addressed to Jim Ament (jim@rgarchitects.net) to R G Architects. Neither R G Architects nor the Owner will answer questions verbally.
 5. The last day for addenda to be issued, if required, shall be **Friday, March 17, 2023.**
- D. Substitutions: If a specification lists one product manufacturer as well as listing “or equal”, the contractor is not obligated to submit for substitution prior to bid for that item. However, the contractor will still be responsible for meeting the requirements of that product during the review process as per the specifications. If the product substituted as an equal does not meet ALL the requirements of the specifications, as determined by the Architect, the Contractor is obligated to provide the specified product at no additional cost to the project.
- E. Subcontractors List: The subcontractors list was reviewed and agreed upon. The subcontractors are as follow:
1. Structural
 2. Masonry
 3. Sealants
 4. Roofing
 5. Mechanical
 6. Electrical
- F. RGA noted that the project Craft Training Affidavit must be submitted during the project award phase. The Craft Training Affidavit is not required at the time of Bidding. The winning Bidder will submit the Craft Training Affidavit required paperwork during the contract awarding phase.
- G. RGA noted that the Bid form, in the project manual or updated via Addenda, is not to be altered in any way by the Bidder. The bid form is to be filled completely and any Addenda is to be noted as 1,2,3 and not 1-3 as per issued addenda.
- H. The project has One (1) Allowance. The Allowance is noted on the Bid Form and in the Allowances specification section in the project manual.
- I. The project is a Prevailing Wage project. The current wage rates are in the Project Manual. Contact the Department of Labor for any questions relating to rate classifications.

ADDENDUM # 1

- J. The owner has offered the contractors a site visit of the facility, without the escort of the design team, on **Thursday, March 9, 2023, at 1:00 p.m.** Meet at the Delaware Early Childhood Center.

No questions will be answered on site. All questions **must** be submitted **in writing** (via email, addressed to Jim Ament (jim@rgarchitects.net) to R G Architects. Neither R G Architects nor the Owner will answer questions verbally.

- K. Drug Testing Policy: Contractors are to reference the Project Manual for additional policy procedures and Drug Testing Report Forms.

- L. Project working hours are to be coordinated with LFSD.

3.0 Revisions to the SPECIFICATIONS:

- 3.1 00 41 13 “BID FORM” – Updated Bid Form.

4.0 Revisions to the DRAWINGS:

- 4.1 Drawing ED-1, “FLOOR PLANS DEMOLITION ELECTRICAL”
4.1.1 REMOVE Existing lighting shown in room A12. See revised drawing ED-1.
4.2 Drawing E10-1, “FLOOR PLANS NEW WORK ELECTRICAL”
4.2.1 REMOVE New lighting shown in room A12. See revised drawing E10-1.

5.0 QUESTIONS:

Q1 – Drawing MD-1 stage A11, the infill to be done out of brick and block. Can you tell us the size of the 2 openings that will need to be filled?

Answer: Refer to Demolition Note #3 on MD-1. The existing interior louvers to be removed, at stage wall, are approximately 54” x 16”. These openings are to be infilled with new CMU and painted to match existing. The exterior louvers are approximately 48” x 18”. These exterior louver openings are to be infilled with CMU and brick veneer to match the existing brick veneer.

Q2 – Drawing MD-1 Room B2, B9, B10, B17, B18 & B25, the exterior wall will be infilled with brick and block. Can you provide us with the size of the opening that would need to be filled for the new units?

Answer: Existing louver is 96”x29”, new louver is 66”x10”.

Q3 – Are there any finishes to the interior walls required? If so, what materials are needed?

Answer: The interior finishes, disturbed by new HVAC upgrades, are to be painted to match the existing adjacent finished surface.

Q4 – Is there any painting required? please advise.

Answer: The interior finishes, disturbed by new HVAC upgrades, are to be painted to match the existing adjacent finished surface.

Q5 – Are we to remove existing acoustical ceiling as needed and reinstall? We do not see any new acoustical ceiling work. please advise.

ADDENDUM # 1

Answer: In Storage A12 the existing ceiling tiles are to be replaced as required where existing H&V unit is removed. Storage A10 is to receive a new acoustical tile ceiling and suspension system. See the attached sketch SK-02, dated 14_March 2023 for Storage A10 new ceiling.

Q6 – Is there any patching of the existing finishes floor where the existing units will be removed?

Answer: The existing unit ventilator is 110”x32”, the new unit is 93”x21”. Existing floor to be patch with new floor tile to match existing.

Q7 – How many roof penetrations does the electrician need for his power to RHP-1? Can he make penetration inside of the curb or will this need additional flashing?

Answer: Penetration can be inside of curb; final decision will be by awarded electrical contractor.

Q8 – What is the existing roof type that we are to be tying into?

Answer: See the attached sketch SK-01, dated 14_March 2023 for roof curb details.

Q9 – Who is the current fire alarm vendor?

Answer: The current alarm vendor is B Safe, Inc.

6.0 ATTACHMENT LIST:

- A. Pre-Bid Sign-In Sheet
- B. 00 41 13 Bid Form
- C. Drawing SK-01 – “NEW ROOF CURB DETAILS”, dated March 14, 2023.
- D. Drawing SK-02 – “ENLARGED RCP PLAN & STAGE STORAGE”, dated March 14, 2023.
- E. Drawing ED-1 – “FLOOR PLANS DEMOLITION ELECTRICAL”, dated March 7, 2023.
- F. Drawing E10-1 – “FLOOR PLANS NEW WORK ELECTRICAL”, dated March 7, 2023.

End of Addendum No.1

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March 2, 2023

PREBID MEETING SIGN-IN
 Lake Forest School District - Delaware Early Childhood
 Center HVAC Upgrades

	Name	Arrival Time	Meeting Start: 10:00	Meeting End: 10:45	Email
			Company	Telephone	
1	Jim Ament		R G Architects, LLC	302-376-8100	jim@rgarchitects.net
2	DWAYNE GAUTHIER		Furlow Assoc.	302-798-3515	
3	Brian Thompson		conventional Builders Inc.	302-422-2499	conventionbuilders@comcast.net
4	Maurice Parson		Summit Mechanical, Inc.	302-836-8814	estimating@summitmechanical.org
5	Bill Dumbally		GAUDOLLI BROS INC	856-825-0636	MAR 615 (A) GAUDOLLI BROS. com
6	Rick Grimminger		Albireo Energy	302-554-4305	rgrimming@realbireoenergy.com
7	Kim Haring		Richard Y. Johnson	302-422-3732	kharing@ryj.com
8	Alyssa Serpico		Joseph T. Richardson	302- ³⁹⁸ 398 -8101	Serpico@jtrmech.net
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14					
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LAKE FOREST SCHOOL DISTRICT – DELAWARE EARLY CHILDHOOD CENTER
HVAC UPGRADES
100 W. MISPELLION STREET, HARRINGTON, DELAWARE 19952**BID FORM**

For Bids Due: March 23, 2023 To: Lake Forest School District
5423 Killens Pond Road
Felton, DE 19943

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:

\$ _____
(\$ _____)

ALLOWANCES

The base bid above includes all allowances specified in the contract documents.

Allowance No. 1: Include an allowance entitled "General Owner's Allowance" in the amount of \$10,000.00. This allowance will be utilized by the owner for owner-elected changes to the work. Any or all unused allowance monies shall be returned to the owner via a credit change order at the end of the project. This allowance shall be carried as an individual line-item on the Application for Payment. Bidder Acknowledge/Initial: _____

LAKE FOREST SCHOOL DISTRICT – DELAWARE EARLY CHILDHOOD CENTER
HVAC UPGRADES
100 W. MISPELLION STREET, HARRINGTON, DELAWARE 19952

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)
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)

LAKE FOREST SCHOOL DISTRICT – DELAWARE EARLY CHILDHOOD CENTER
HVAC UPGRADES
100 W. MISPELLION STREET, HARRINGTON, DELAWARE 19952

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.

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

LAKE FOREST SCHOOL DISTRICT – DELAWARE EARLY CHILDHOOD CENTER
HVAC UPGRADES
100 W. MISPILLION STREET, HARRINGTON, DELAWARE 19952

BID FORM (Continued)

3.	Sealants			
	A.			
	B.			
	C.			
4.	Roofing			
	A.			
	B.			
	C.			
5.	Mechanical			
	A.			
	B.			
	C.			
6.	Electrical			
	A.			
	B.			
	C.			

LAKE FOREST SCHOOL DISTRICT – DELAWARE EARLY CHILDHOOD CENTER
HVAC UPGRADES
100 W. MISPELLION STREET, HARRINGTON, DELAWARE 19952

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 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.

LAKE FOREST SCHOOL DISTRICT – DELAWARE EARLY CHILDHOOD CENTER
HVAC UPGRADES
100 W. MISPELLION STREET, HARRINGTON, DELAWARE 19952

**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.

LAKE FOREST SCHOOL DISTRICT – DELAWARE EARLY CHILDHOOD CENTER
HVAC UPGRADES
100 W. MISPELLION STREET, HARRINGTON, DELAWARE 19952**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):

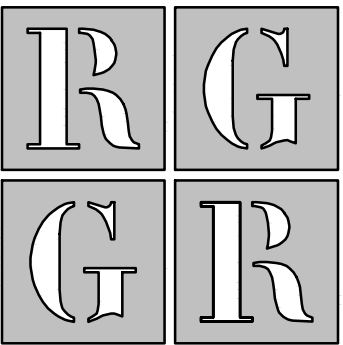
Authorized Representative (signature):

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.



ARCHITECTS

R G Architects, LLC

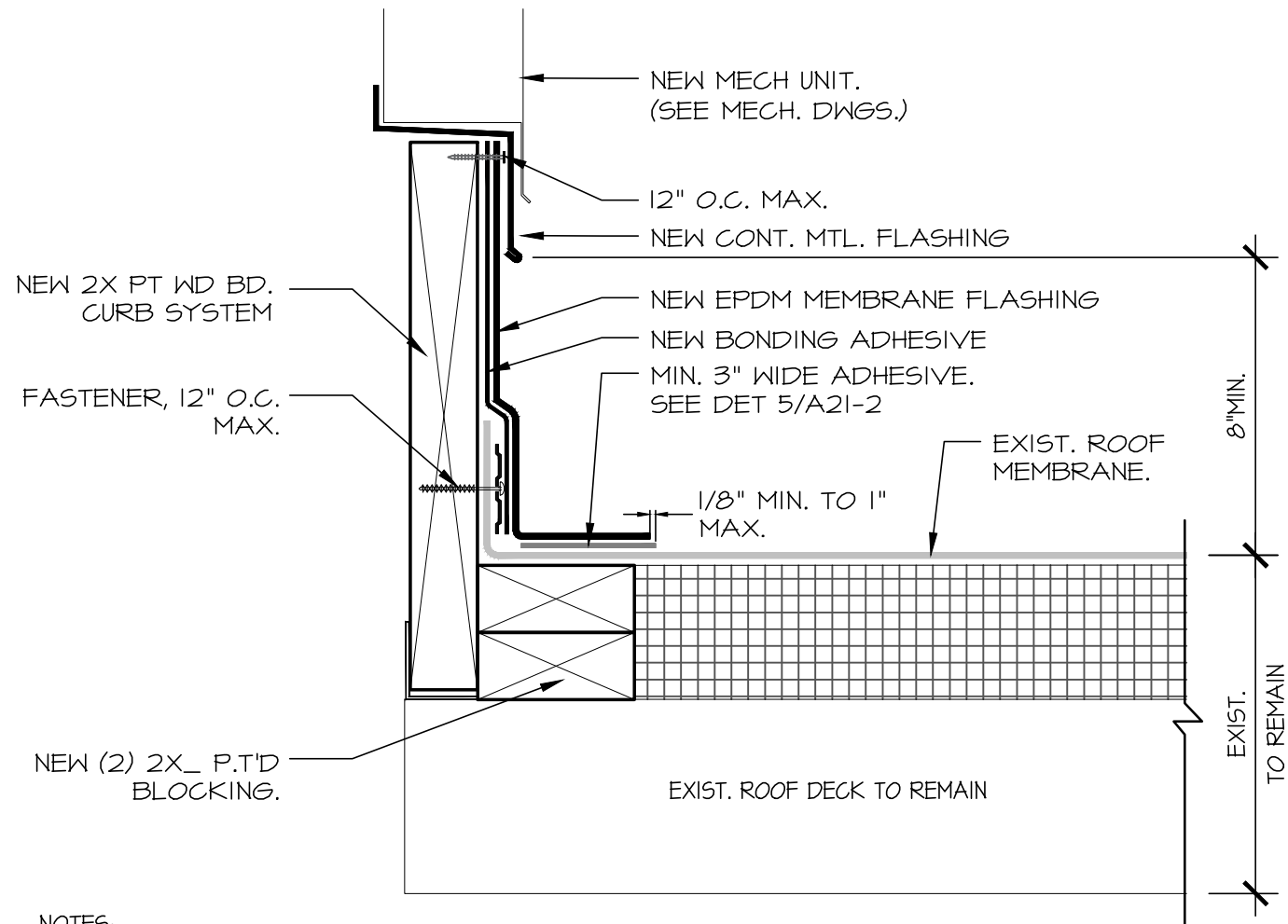
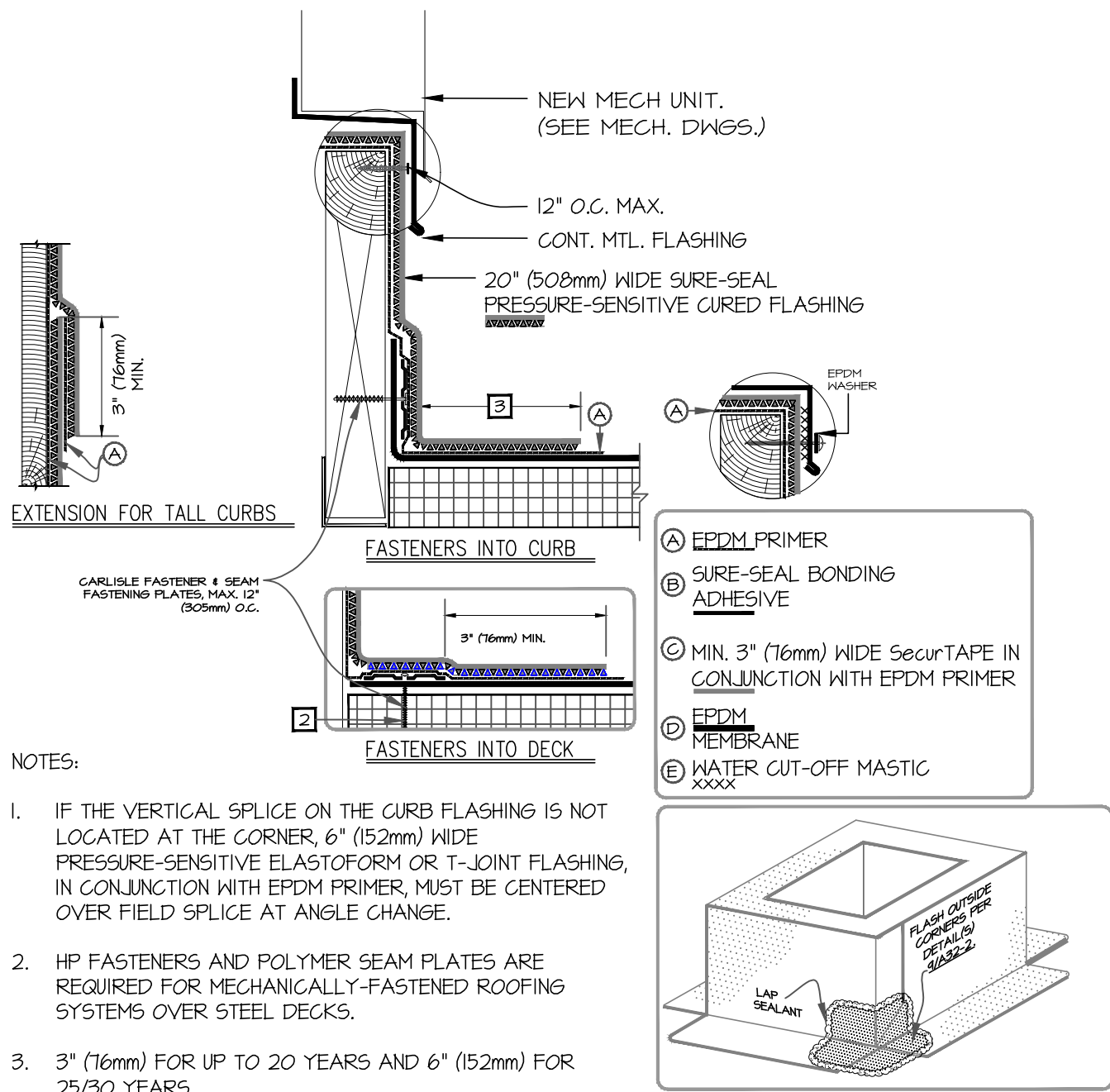
200 W. Main Street

Middletown, DE 19709

302.376.8100

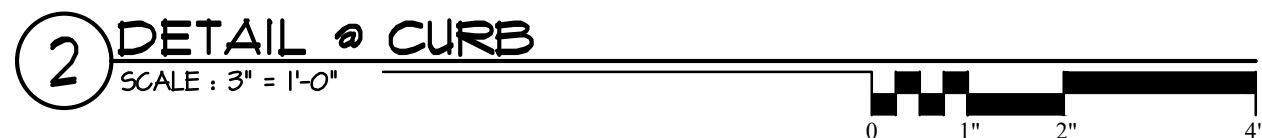
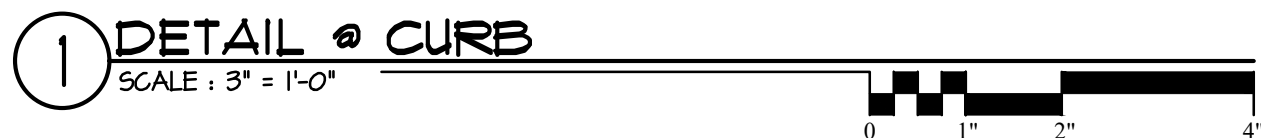
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NOTES:

1. IF THE VERTICAL SPLICE ON THE CURB FLASHING IS NOT LOCATED AT THE CORNER, 6" (152mm) WIDE PRESSURE-SENSITIVE ELASTOFORM OR T-JOINT FLASHING, IN CONJUNCTION WITH EPDM PRIMER, MUST BE CENTERED OVER FIELD SPLICE AT ANGLE CHANGE.
2. LAP SEALANT IS REQUIRED ON CUT-EDGES OF REINFORCED MEMBRANE.
3. SEAM FASTENING PLATES/FASTENERS MAY BE INSTALLED INTO THE STRUCTURAL DECK.
4. WHEN SEAM FASTENING PLATES/FASTENERS ARE INSTALLED HORIZONTALLY, HP FASTENERS AND POLYMER SEAM PLATES ARE REQUIRED FOR MECHANICALLY-FASTENED ROOFING SYSTEMS OVER STEEL DECKS.
5. WHEN MECHANICAL FASTENERS ARE USED TO PENETRATE THE METAL COUNTER-FLASHING, USE EPDM WASHERS, APPLY WATER CUT-OFF MASTIC UNDER THE COUNTER-FLASHING OR CAULK THE FASTENER HEADS.
6. MEMBRANE SPLICES SHALL INCORPORATE 6" (152mm) WIDE FIELD APPLIED SecurTAPE FOR PROJECTS WITH 20, 25 and 30-YEAR WARRANTIES.



PROJECT INFO:

LAKE FOREST SCHOOL

DISTRICT - DELAWARE

EARLY CHILDHOOD

CENTER - HVAC UPGRADES

DRAWING INFO:

PROJECT NO: 22008

DRAWN BY: JAR

SCALE: AS NOTED

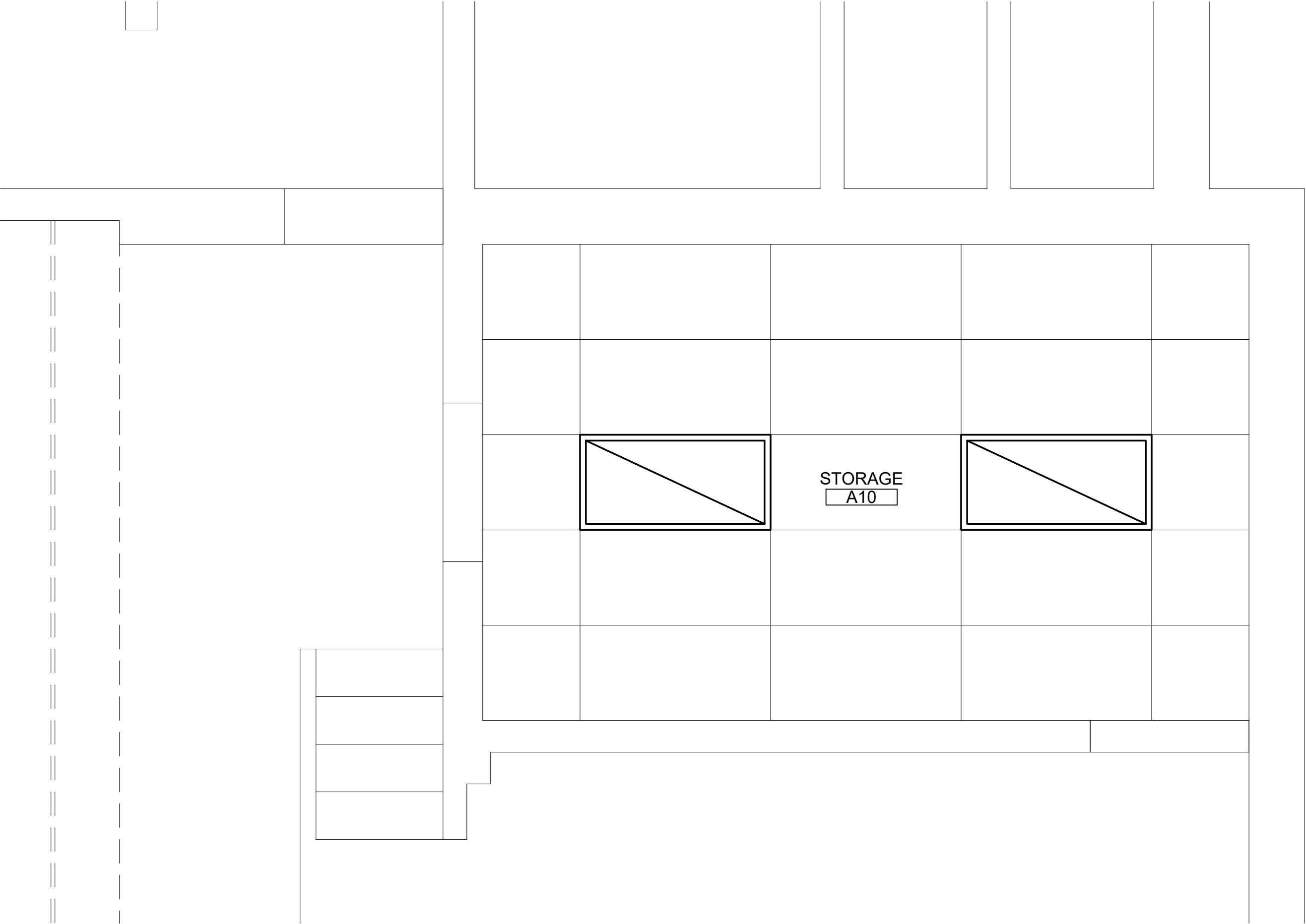
DATE: 14_March_2023

TITLE & NO.

NEW ROOF CURB

DETAILS

SK-01



1

ENLARGED RCP PLAN @ STAGE STORAGE

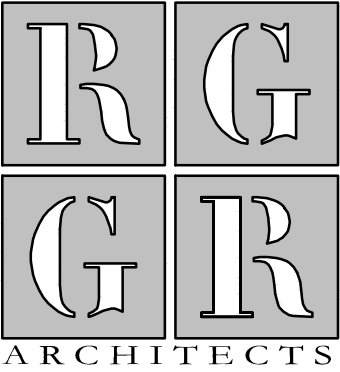
SCALE : 1/2" = 1'-0"

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1"

2"

4"



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PRELIMINARY
DRAWINGS
NOT FOR
CONSTRUCTION

PROJECT INFO:

LAKE FOREST SCHOOL
DISTRICT - DELAWARE
EARLY CHILDHOOD
CENTER - HVAC UPGRADES

DRAWING INFO:

PROJECT NO: 22008
DRAWN BY: JAR
SCALE: AS NOTED
DATE: 14_March_2023

TITLE & NO.

ENLARGED RCP PLAN @
STAGE STORAGE

SK-02



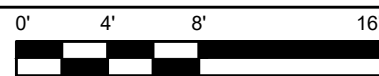
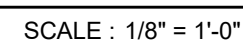
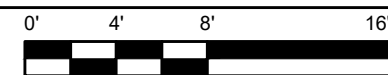
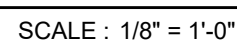
200 W. Main St., Middletown, DE 19709

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22.015

ELECTRIC PANELBOARD SURFACE/FLUSH MOUNTED

1. ALL ELECTRICAL WORK TO BE DONE IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE AND LOCAL CODES WHERE APPLICABLE.
2. REFER TO PROJECT SPECIFICATIONS WHICH ACCOMPANY THESE DRAWINGS AND ARE PART OF THE CONTRACT.
3. ELECTRICAL CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL FIELD CONDITIONS BEFORE STARTING PROJECT.
4. ELECTRICAL CONTRACTOR TO BE RESPONSIBLE FOR ALL FINAL CONNECTIONS TO ALL EQUIPMENT.
5. ELECTRICAL CONTRACTOR SHALL SEAL ALL WALL / FLOOR PENETRATIONS AND COMPLEMENTALIZATION SHALL BE WITH A ULL APPROVED FIRE STOP. REFER TO ARCHITECTURAL DRAWINGS, FOR ALL LOCATIONS.
6. DRAWINGS AREA DIAGRAMMATIC AND INDICATE GENERAL ARRANGEMENT OF SYSTEMS AND WORK INCLUDED.
7. THERE SHALL BE NO ELECTRICAL SYSTEMS OR HARDWARE INSTALLED ON THIS PROJECT THAT IS NOT ULL LISTED.
8. ALL BRANCH CIRCUITS INCLUDING IN UNFINISHED AREAS SUCH AS MECHANICAL SPACES WILL REQUIRE THAT THESE CIRCUITS BE INSTALLED IN EMT CONDUIT. NM, AC OR MC CABLE WILL NOT BE ACCEPTED.



BIDDING	30 JANUARY 2023
ADDENDUM 1	07 MARCH 2023

Lake Forest School
District - Delaware
Early Childhood
Center - HVAC
Upgrades

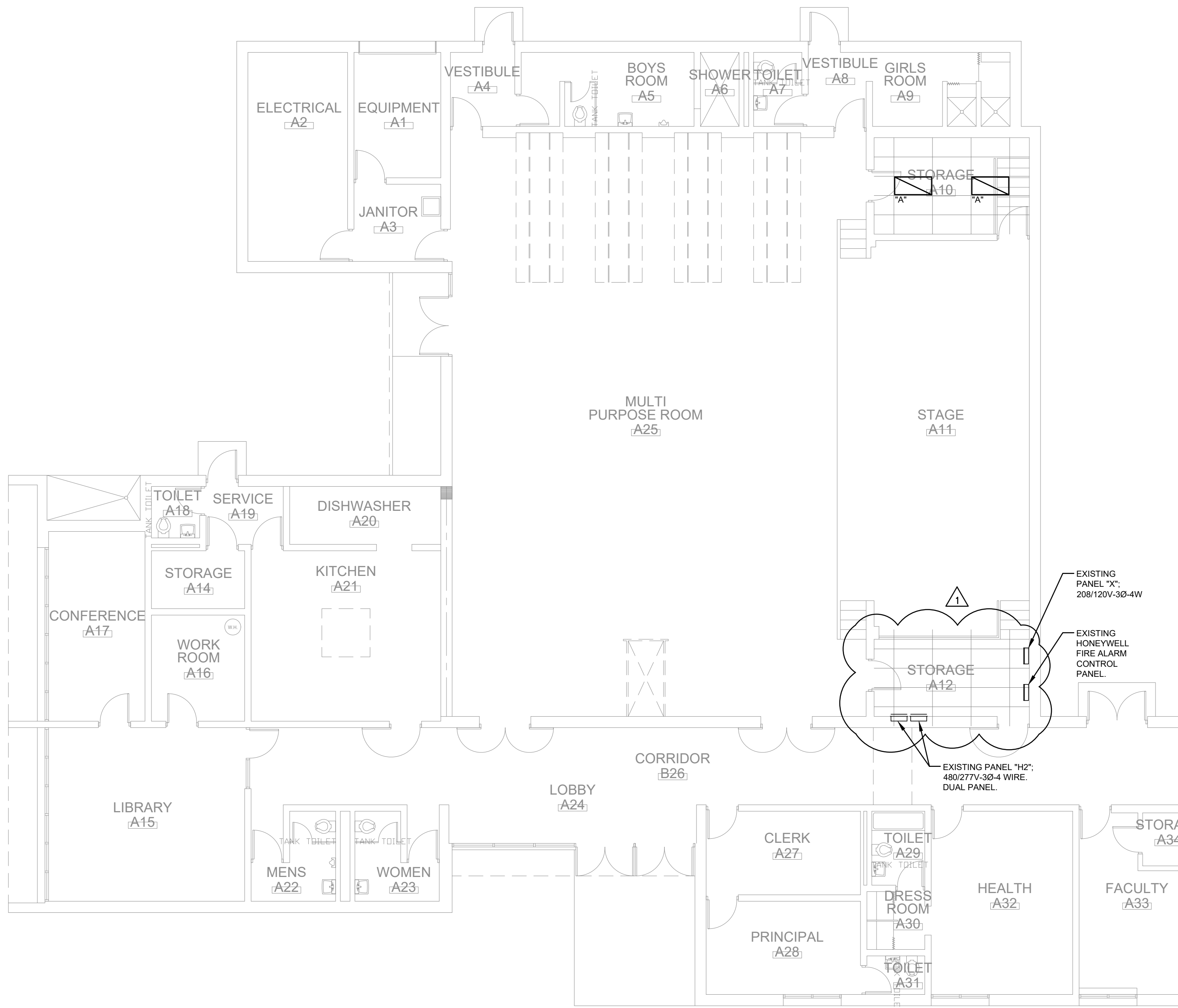
100 W. Mispillion Street
Harrington, Delaware 19952

PROJECT NO: 21046
DRAWN BY: DMG
CHECKED BY: SAJ
SCALE: AS NOTED
DATE: 30 JANUARY 2023

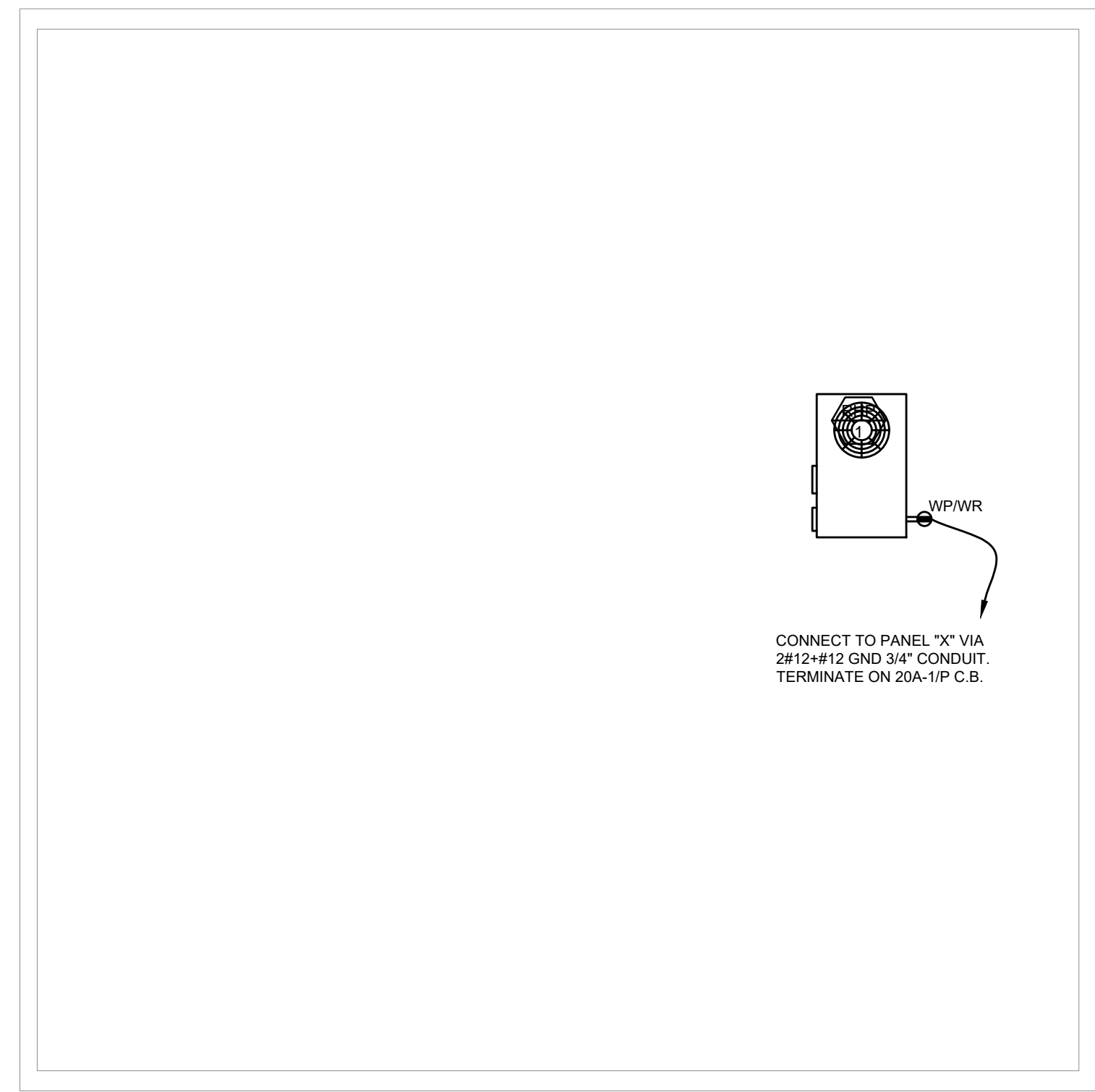
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FLOOR PLANS
DEMOLITION
ELECTRICAL

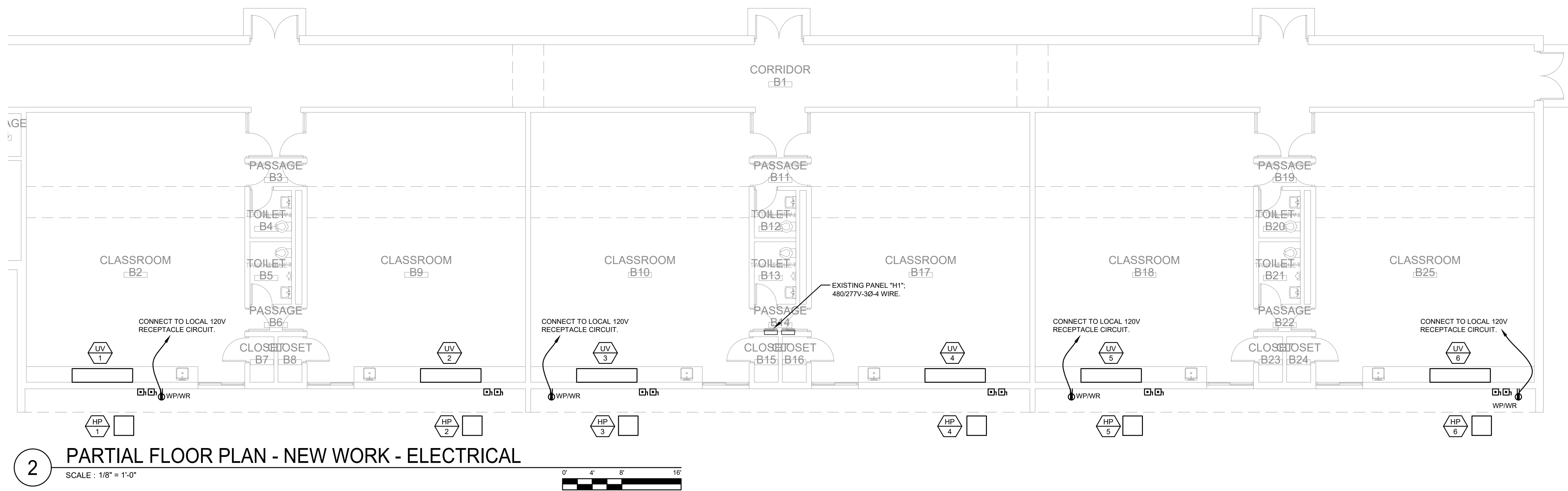
ED-1



1 PARTIAL FLOOR PLAN - NEW WORK - ELECTRICAL
SCALE : 1/8" = 1'-0"



3 PARTIAL ROOF PLAN - NEW WORK - ELECTRICAL
SCALE : 1/8" = 1'-0"



2 PARTIAL FLOOR PLAN - NEW WORK - ELECTRICAL
SCALE : 1/8" = 1'-0"