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**PRE-BID MEETING MINUTES
THOMAS COLLINS BUILDING ELEVATORS UPGRADES
540 S DUPONT HIGHWAY
DOVER, DELAWARE 19901
DBF #0586B045.B01 □ OMB/DFM# MC1002000770
JUNE 14, 2023**

ADDENDUM NO. 2

The following items shall become a part of the contract documents. The Contractor must acknowledge receipt of this addendum on the Bid Form. Failure to do so may subject the Bidder to disqualification.

Item No. 1 The following bidders' questions were received. The responses are in ***bold italic*** print.

A. Flooring finish clarifications needed:

1. Is flooring to be Roppe raised disc rubber tile or SafeTcork vinyl tile? Specification 09 65 19 includes information from both products. ***Roppe raised disc rubber flooring is the Basis-of-Design product.***
2. Specification section 09 65 19 Article 2.2 calls out calls for the size as 24" x 24" which is the size for SafeTcork. Roppe rubber tile size is actually 19 11/16" x 19 11/16". ***Refer to Item No. 2 below. Tile dimensions have been revised to match the Basis-of-Design product.***
3. Specification section 09 65 19 Article 2.2.G calls for color to be White Salem Blue (W154) which is only available in Roppe SafeTcork vinyl tile. ***Refer to Item No. 2 below. The flooring color has been revised to "As selected from Manufacturer's "Fiesta" colors."***

B. It was stated that no elevator work can be done in the shaft during normal business hours. If an Elevator shaft netting is used, would shaft work during normal working hours be permitted? ***Refer to Item No. 3 below. Work can occur during normal business hours provided OSHA approved protections are in place.***

C. Following up on our conversation about hoist way access as it pertains to work being performed while another elevator is in service. Most elevator companies and AHJ's safety plans follow the Elevator Industry Field Employees Safety Handbook. In the Handbook we are given directions on how Dover does not inspect, or issue permits for elevators. Elevators are regulated and inspected through the State of Delaware and or those 3rd party agencies authorized by the State for that work. ***Refer to Item No. 3 below. Work can occur during normal business hours provided OSHA approved protections are in place.***

- D. Two pit ladders may be required: one for each elevator. Even though it is a shared shaft. I am currently only indicating one new ladder. Please confirm which is correct. Each elevator will need a pit ladder. ***A second pit ladder is being added to the scope of work via this Addendum. Refer to attached sketch A9.1.***
- E. Under the current (elevator) code there is no requirement to add a sump pump to the elevator during an alteration UNLESS you alter the pit structure itself. If for some reason, we are forced to put one in by the fire marshal or plumbing code, there is a provision in 2016 code to install a surface-mount pump that will not require us to cut into the pit structure to install a sump pit. See below for code reference. ***The International Plumbing Code indicates sumps should be provided for both sanitary and storm applications. Therefore, the sump pit shall remain in the scope of work.***

Item No. 2 Refer to Specification Section 01 11 00 SUMMARY OF THE WORK, Article 1.4:

- Delete the second paragraph (single sentence) in its entirety: “~~All work in the hoist way shall occur during off hours for safety.~~”
- Clarification: It shall be the Contractor’s responsibility to implement safety guidelines in accordance with OSHA, Elevator Industry Field Employees Safety Handbook, and other requirements from authorities having jurisdiction.

Item No. 3 Refer to Specification Section 09 65 19, Article 2.2:

- Revise Paragraph D to read as follows:
D. Wearing Surface: Molded Pattern #992 – low profile raised circular design.
- Revise Paragraph F to read as follows:
F. Size: 19-11/16” x 19-11/16”
- Revise Paragraph G to read as follows:
G. Color: As selected from Manufacturer’s “Fiesta” colors.

Item No. 4 Refer to Drawing I1 on Sheet A1.1: PARTIAL FIRST FLOOR PLAN – NEW WORK:

- See attached Drawing A9.1. A second pit ladder has been added adjacent to Elevator #1 opening.

END OF ADDENDUM