



CITY MANAGER'S OFFICE
CITY OF NEWARK

220 South Main Street · Newark, Delaware 19711
302.366.7000 · Fax 302.366.7035 · www.newarkde.gov

June 8, 2023

CONTRACT NO. 23-07

ADDENDUM #1

PROJECT INFORMATION

- A. Name: City Hall Parking Lot Reconstruction
- B. Owner: City of Newark, Delaware
- C. Contract Number: 23-07
- D. Date of Addendum: June 8, 2023
- E. Pre-Bid Meeting Date: 2:00 p.m., Tuesday, May 30, 2023
- F. Questions Deadline: 5:00 p.m., Tuesday, June 13, 2023
- G. Bid Submission Deadline: 2:00 p.m., Tuesday, June 20, 2023

1. NOTICE TO BIDDERS

- A. This Addendum is issued to all plan holders pursuant to the Conditions of the Contract. This Addendum serves to provide questions and answers to prospective bidders' requests for information, meeting minutes from the May 30th pre-bid meeting, and sign-in sheet for the pre-bid meeting.
- B. The Bidder shall acknowledge receipt of this addendum with their submitted proposal.
- C. The date for questions and receipt of bids remains unchanged by this addendum.

2. RESPONSES TO QUESTIONS SUBMITTED VIA EMAIL OR AT THE PRE-BID MEETING

Question 1:	Is this a prevailing rate project?
Response 1:	No.
Question 2:	What is the quantity of Superpave BCBC repair for?
Response 2:	This is an estimated quantity to account for anticipated base repair once that pavement is milled. That quantity accounts for 10% of the mill and overlaid area.
Question 3:	Are the Base Bid and Add Items standalone Items?

Response 3:	Yes, there is no overlap between the Base Bid and Add Items. Where the Add Item C differs from the Base Bid there are deduction items in the Add Item C.
Question 4:	What is considered unclassified excavation?
Response 4:	All excavation is considered unclassified up to the extents of what is detailed on the plans. Any additional excavation should be covered under the Miscellaneous Excavation and Backfill bid item.
Question 5:	Light poles on the plan that are to remain are misleading.
Response 5:	The plans will be revised to reflect them remaining existing. This will be included in the next addenda.
Question 6:	Does the retaining wall have a drain?
Response 6:	Yes, it will be added to the plan and connect to the nearest manhole. This will be included in the next addendum.
Question 7:	Is the railing being demoed or is the fence just being installed behind it.
Response 7:	The fence is being demoed and will be shown on the addenda.
Question 8:	Are there trees missing from the demo plan? 5 are shown on the bid form only 1 shown on plan.
Response 8:	Yes, those trees are missing. They will be included in the next addendum.
Question 9:	Will the contractor or security contractor be responsible for core drilling the conduit into the basement of the building?
Response 9:	The contractor will be required to core drill the empty conduits into the basement of the building. They will be included in the addenda.

**CITY OF NEWARK
CITY HALL PARKING LOT RECONSTRUCTION
CONTRACT 23-07
PRE-BID MEETING MINUTES, MAY 30, 2023, AT 2:00 PM**

1. Sign-In and Introductions

- A. **This is a MANDATORY Pre-Bid Meeting. All Contractors must sign-in, and the email addresses provided will be used for future correspondence regarding project.**

2. Project Location – Newark City Hall

3. Background – Mike provided background information on the project touching on the priority of resolving the NPD security concerns.

4. Scope of Work (See pages 16-36 for the contract documents)

- A. The Base Bid consists of the work associated with security upgrades and the reconstruction of the Newark Police Department (NPD) section of the lot, electrical upgrades to the site including but not limited to lighting, and the installation of new EV charging stations in the Administrative (Admin) section of the lot including incidental reconstruction to accommodate the EV charging stations.
- B. The Add Item B scope consists of mill and overlay of the existing Admin lot and incidental work.
- C. The Add Item C scope consists of the work associated with the demolition, full reconstruction of the admin lot, and incidental work.

5. Contractor Questions

- A. Any questions during the bidding period should be directed in writing via email to contracts@newark.de.us.
- A. Email subject line shall be titled "RFI for Contract 23-07, City Hall Parking Lot Reconstruction".
- B. All technical questions must be received no later than 5:00 pm on Tuesday, June 13, 2023.

6. Bidder Qualifications

- A. No contract will be awarded to any bidder who in the judgement of the City is not a responsible bidder, or is not prepared with all the necessary experience, capital, organization, and equipment to conduct and complete the work for which the bidder proposes to contract.

7. Delivery of Bids

- A. **Bids will be accepted as sealed hardcopies or emailed in PDF form to the City Purchasing Division at contracts@newark.de.us.**
- B. Each bid shall be submitted on the "Proposal" form included herein, on pages 37-39.
- C. The proposal and all other required documents must be submitted in a sealed envelope clearly identified with the bidder's name and marked "City of Newark Contract No. 23-07, CITY HALL PARKING LOT RECONSTRUCTION."

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- D. Bids will be received until 2:00 PM, June 20, 2023, at the Purchasing Office, Newark Municipal Building, 220 South Main Street, Newark, DE 19711.
- E. Bid Bond to be 10% of Base Bid total.

8. Opening of Bids/Award

- A. Bidders must submit a fence alternative by June 13th.
- B. Bids will be read at 2pm on Tuesday June 20th in the City Council chambers the city will email to all contractors that attended this meeting by 3:00 PM.
- C. Award will be upon review and approval by City Council on July 10th meeting.

9. Bid Documents

- A. Bid Proposal Form.
- B. Bid Bond.
- C. Non-Collusion Statement.
- D. Equal Opportunity Affidavit.
- E. Pre-Approval required for substitution.

10. Project Deadline

- A. **120 calendar days** from Notice to Proceed.

11. Potential Damages

- A. Liquidated damages of five hundred dollars (\$500.00) per day may be assessed to the Contractor by the City for each day the contract is extended beyond the completion date. Liquidated damages are not to be construed as a penalty in any sense.

12. Addenda

- A. Any changes to the contract documents shall be made by written addenda, no later than four (4) calendar days prior to the bid opening date which may be issued with extensions to the bid submittal date if necessary to allow adequate time for response. Bidders shall bear the entire responsibility for being sure they have received all such addenda.
- B. All addenda will be posted on the City website at www.newarkde.gov/bids. After the bids have been received, no claim that the bidder did not have complete information will be considered. No verbal agreement or conversation with any officer, agent, or employee of the City, either before or after the execution of this contract, shall affect or modify any of the terms or conditions outlined herein.
- C. Bidder is responsible for submitting a signed letter listing the addendums received for this contract.

13. Contractor's Liability Insurance (see pages 8-9, General Provisions, Item 21)

14. Permits (Scope of Work Item 3, see page 16-17)

- A. There may be a permit for the 8' Fence. Public Works will find out and it will be included in the addenda if required.

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15. Coordination (Scope of Work Item 4, see pages 17)

- A. Contractor shall coordinate construction operations with those of other contractors and entities to ensure efficient and orderly installation of each part of the Work. Contractor shall coordinate its operations with operations that depend on each other for proper installation, connection, and operation.
- B. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
- C. Coordinate removal of different components to ensure maximum performance and accessibility for required maintenance, service, and repair.
- D. Temporary parking will be coordinated between the Contractor, City, NPD, and the VFW to maintain the required access to the NPD holding cell and city offices.

16. Submittals (Scope of Work Item 5, see page 17)

17. Security and Site Access (Scope of Work Item 7, see page 17-18)

- A. Work area is on the City's private property.
- B. Contractor is responsible for establishing a laydown area and for the security of the equipment and materials related to the work.
- C. The laydown area must be approved by the City before construction.

18. Work Restrictions (Scope of Work Item 8, see pages 18-19)

- A. Comply with limitations on use of public streets and with other requirements of authorities having jurisdiction.
- B. On Site Work Hours: Monday thru Friday – 7:00 AM to 5:00 PM, or as approved by the City. If night work (9:00pm-7:00am) is required, the contractor is responsible for obtaining a noise waiver from the City.
- C. Weekend Hours: Must be approved by the City. Contractor must submit request to work on weekends at least 5 business days in advance.
- D. One travel lane to the Newark Police Department cell block must remain open during construction. If the contractor requires the cell block to be fully closed for a day(s), they must coordinate with NPD at least ten (10) calendar days in advance so NPD can make alternative arrangements.
- E. Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under following conditions and then only after providing temporary utility services according to requirements indicated:
 - 1. Notify Owner not less than 5 days in advance of interruption.
 - 2. Obtain Owner's written permission before proceeding with interruption.
- F. Use of tobacco and other controlled substances on project sites is not permitted.
- G. Contaminant spill response equipment shall be readily available on-site.

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19. Coordination with the Owner (Scope of Work Item 13, see page 20)

- A. The Contractor shall coordinate all activities with the City including, but not limited to, traffic control, requests for system shutdowns, and inspections. The Contractor shall provide the City with reasonable time to respond to requests for information and for coordination.

20. Drawings

- A. The Geogrid will be a 3" stabilizing Geocell and grass paving system. They will be included in the addenda.

21. Questions?

Q. Is this a prevailing wage job?

A. No it is not a prevailing wage job.

Q. What is the quantity of Superpave BCBC repair for?

A. This is an estimated quantity to account for anticipated base repair once that pavement is milled. That quantity accounts for 10% of the mill and overlaid area.

Q. Are the Base Bid and Add Items standalone Items?

A. Yes there is no overlap between the Base Bid and Add Items. Where the Add Item C differs from the Base Bid there are deduction items in the Add Item C.

Q. what is consider unclassified excavation?

A. All excavation is considered unclassified up to the extents of what is detailed on the plans. Any additional excavation should be covered under the Miscellaneous Excavation and Backfill bid item.

Q. Light poles on the plan that are to remain are misleading?

A. The plans will be revised to reflect them remaining existing. This will be included in the addenda.

Q. Does the retaining wall have a drain?

A. Yes it will be added to the plan and connect to the nearest manhole. This will be included in the addenda.

Q. Is the railing being demoed or is the fence just being installed behind it.

A. The fence is being demoed and will be shown on the addenda.

Q. Are there trees missing from the demo plan? 5 are shown on the bid form only 1 shown on plan.

A. Yes, those trees are missing. They will be included in the addenda.

Q. Will the contractor or security contractor be responsible for core drilling the conduit into the basement of the building?

A. The contractor will be required to core drill the empty conduits into the basement of the building. They will be included in the addenda.



City of Newark
Pre-BID Meeting Sign-In Sheet

Project: CITY HALL PARKING LOT RECONSTRUCTION

Job Number: Contract No. 23-07

Project Location: Newark City Hall

Meeting Location: Newark City Hall, 220 South Main Street; Newark, Delaware 19711

Meeting Date: Tuesday, May 30, 2023 Meeting Time: 2:00 PM

Organization - Name / Address / Zip Code	Print and Sign Your Name	Telephone / Fax / Email
Pennoni Associates Inc.	Michael Ellis	Phone: 302-351-5236
121 Continental Drive, Suite 207		
Newark, DE 19713		Email: mellis@pennoni.com
Pennoni Associates Inc.	Andrew Shields	Phone: 302-351-5263
121 Continental Drive, Suite 207		
Newark, DE 19713		Email: ashields@pennoni.com
Pennoni Associates Inc.	Dave Van Horn	Phone: 302-351-5304
121 Continental Drive, Suite 207		
Newark, DE 19713		Email: dvanhorn@Pennoni.com
CORRADO	BRIAN FELICIA	Phone:
	Brian A Felicia	Mobile: 302-293-6113
		Email: bfelicia@corrado.com
Advantech	Adin Lewis	Phone: 302-922-0213
151 Garrison Oak Dr		Mobile:
Dover, DE 19901		Email: adin.lewis@advantechsecurity.net



**City of Newark
Pre-BID Meeting Sign-In Sheet**

Organization - Name / Address / Zip Code	Print and Sign Your Name	Telephone / Fax / Email
WJV General Contractors	Michael Curran	Phone: 856-299-8240
		Mobile: 856-308-8715
		Email: MIKE@WJVCONTRACTORS.NE
A-DEL CONSTRUCTION Co., INC.	Rob Kemske	Phone: 302-453-8286 EXT. 116
10 ADEL DRIVE		Mobile: 302-383-3095
NEWARK, DE 19702		Email: RKEMSKE@A-DEL.COM
Eastern States Construction	Matt Armiger	Phone: 302-690-7039
702 First State Blvd, Wilmington		Mobile:
DE 19804		Email: marmiger@eastern-states.net
DIS Associates LLC	Scott Burch Jr	Phone: 443-333-5510
101 Chesapeake blvd ste F		Mobile: 306-254-2764
ELKTON MD 21921		Email: sburch@disassociatesllc.com
The Reybold Group	Douglas Bradley	Phone: 302-832-8700 302 725-8714
116 E Scotland Dr		Mobile: 908-327-0167
Bear DE 19701		Email: dbradley@reybold.com
Reybold Construction	Shaun Rodgers	Phone:
116 E Scotland Dr.		Mobile: 302-593-0696
Bear DE 19701		Email: srodgers@reybold.com

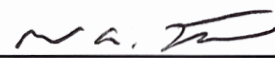
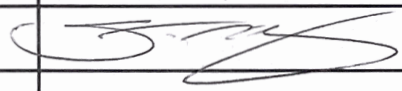
ADVANCED PAVING SERVICES
55 GERMANY DR.
WILM, DE 19804

Rick Romero

(302) 694-9175
(302) 275-5224
rick@apspave.com



City of Newark
Pre-BID Meeting Sign-In Sheet

Organization - Name / Address / Zip Code	Print and Sign Your Name	Telephone / Fax / Email
City of Newark	Jeff Martindale	Phone: 302-366-7000
		Mobile:
		Email: contracts@newark.de.us
NEWARK	TIM FELASKY	Phone:
		Mobile:
		Email: tfelasky@newark.de.us
Newark PD	Mark Farrell	Phone:
		Mobile: mfarrell@newark.de.us
		Email:
NEWARK PD	Scott Riccio	Phone:
		Mobile: sr1234@newark.de.us
		Email:
		Phone:
		Mobile:
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END OF ADDENDUM #1