

**ADDENDUM  
No. 2**

Date: April 2, 2024

Project: Colonial School District Contract No. 4-24-28  
Calvin R. McCullough Middle School Auditorium Wall Repairs

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The information 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.

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**General**

1. Project Identification:

**Colonial Project #4-24-28  
StudioJAED Project #24003  
Calvin R. McCullough Middle School – Auditorium Wall Repairs**

2. Sealed bids for Colonial School District Contract #4-24-28 – Auditorium Wall Repairs at Calvin R. McCullough Middle School will be received by the Colonial School District at 318 East Basin Road, New Castle, DE 19720 until **2:00 PM local time on April 19, 2024**, at which time they will be publicly opened and read aloud in the Conference Room. Bidder bears the risk of late delivery. Any bids received after the stated time will be returned unopened.

Sealed bids shall be addressed to Colonial School District at 318 East Basin Road, New Castle, DE 19720. The outer envelope should clearly indicate: **“COLONIAL SCHOOL DISTRICT – CALVIN R. McCULLOUGH MIDDLE SCHOOL AUDITORIUM WALL REPAIRS - SEALED BID - DO NOT OPEN.”**

3. The deadline for RFIs and substitutions to StudioJAED is **Friday, April 12, 2024 at 1:00 pm.**
4. RFI and questions are to be submitted via email to Anson Stuart and Paul Guggenberger at StudioJAED.

[stuarta@studiojaed.com](mailto:stuarta@studiojaed.com)  
[guggenbergerp@studiojaed.com](mailto:guggenbergerp@studiojaed.com)

**Pre-Bid Meeting**

1. The Pre-Bid Meeting was held on April 2, 2024. A copy of the Pre-Bid Meeting Minutes and the Sign-In Sheets are attached.

**Site Visit**

1. A walk-through of the work area at McCullough Middle School is scheduled for Friday, April 5. The walk-through at McCullough will be conducted after the walk-through at William Penn.

**Attachments**

1. Pre-Bid Meeting Minutes.
2. Pre-Bid Sign-In Sheets.

**END**

**PRE-BID  
MEETING  
MINUTES**

Date: April 2, 2024 @ 1:00 PM

Project: Calvin R. McCullough Middle School  
Auditorium Wall RepairStart Time: 1:00  
End Time: 1:20**Pre-Bid Meeting Notes**

1. Attendance at this meeting is a prerequisite for bidding on this contract.  
Each attendee signed in for themselves and indicated time when they signed in and signed out. A copy of the sign in sheet is attached.
3. Project Identification:  
**Colonial Project #4-24-28**  
**StudioJAED Project #24003**  
**Calvin R. McCullough Middle School – Auditorium Wall Repairs**
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All questions will be responded to in an Addendum.  
  
Verbal communication from A/E and Owner is non-official and non-binding. Only written communications are included as bid and contract documents.
7. Digital and hardcopy bid documents can be purchased at RCI Printing and Graphics. All addenda will be distributed by RCI or found on the State of Delaware Bid Solicitation Directory website.
8. General Project Scope Review
  - a. Demolition of existing plaster walls and cornice and construction of new GWB walls and cornice.
  - b. Finishes including painting existing plaster walls and ceilings, painting existing glazed masonry walls, and painting new GWB walls and cornice.
  - c. Installation of new wood slat wall acoustic panel system.
  - d. Associated demolition and construction.

9. Bid Form Review
  - a. Complete forms as presented, do not edit or alter.
  - b. Provide all information requested in full or bid will not be accepted.
  - c. Acknowledge all addendums as individual items.
  - d. Contract time shall indicate full contract time from Notice to Proceed through Closeout.
  - e. Include all attachments indicated on the Bid Form.
  - f. Contractor to provide Affidavit of Employee Drug Testing Program with submission of bids. Subcontractor's Employee Drug Testing Forms will be required, post bid, from the successful bidder.
  - g. List all Sub-contractors and any third-tier sub-contractors performing work.
  - h. If Contractor is self-performing work, the Contractor must be listed on the sub-contractor list.
10. Sub-Contractor List Review
  - a. It was agreed that the following trades will be included as listed contractors:
    - i. Carpentry/Studs/Wallboard
  - e. Note: If a trade is not listed and work of that trade is required to complete the project, workers must be trained and properly licensed to complete the work.
11. Alternates Review
  - a. None
12. Unit Prices Review
  - a. None
13. Allowances Review
  - a. Allowance No. 1: Owner's Contingency – For general contingencies and repairs, the remaining balance of which is to be returned to the Owner by credit change order at project conclusion. Ten thousand dollars (\$ 10,000.00)
14. Prevailing Wage Project
  - a. 2023 wage rates apply. These are included on the Bid Solicitation Directory and are included in the bid documents.
15. Schedule
  - a. The Owner anticipates Contract award within approximately (30) days of the bid opening. The successful Contractor will be required to execute the Contract and provide associated bonds and insurance certificates within 20 days of Notice of Award.
  - b. It is the intent that work be completed over summer 2024.
16. Contractor Use of Premises
  - a. Work Hours:
    - i. Work hours are between 7:00 am to 4:30 pm, Monday through Friday. Alternate hours will only be considered on a special-need basis.
  - b. Owner Use and Occupancy:
    - ii. There will be limited occupancy over the summer.
    - iii. Keep all entrances and exits open during construction.
    - iv. Do not obstruct roadways, sidewalks, or other public ways without approval from Owner.

- c. Use of Premises:
    - v. Existing building spaces may not be used for storage.
    - vi. A designated area will be provided for laydown and storage. Contractor shall provide secure fencing with lockable gate.
    - vii. Contractor shall provide secure portable restroom.
  - d. Utilities:
    - i. Do not disrupt or shut down life safety systems, including but not limited to fire sprinklers and fire alarm system, without 7 day notice to Owner and authorities having jurisdiction.
    - ii. Prevent accidental disruption of utility services to other facilities. Do not disrupt power or water service without 7 day notice to Owner.
    - iii. Contractor may use power and water from the building. Contractor is responsible for making connections and for distribution to the work area and for maintaining building security.
17. Permitting
- a. All construction permit submissions and fees shall be by the contractor.
18. Site Walk Through
- a. Submission of your bid indicates that you have visited the site and are familiar with the conditions of the project.
  - b. A walk-through of the construction area was conducted at the end of the meeting.
12. Additional Site Walk-Through
- a. A second walk-through at the McCullough Auditorium is schedule for Friday, April 5. The walk-through at McCullough will be conducted after the walk-through at William Penn.
  - b. If you are unable to attend the walk-through on Friday and want to schedule an additional opportunity to walk the construction area, notify Architect via email ASAP.  
[stuarta@studiojaed.com](mailto:stuarta@studiojaed.com)  
[guggenbergerp@studiojaed.com](mailto:guggenbergerp@studiojaed.com)

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