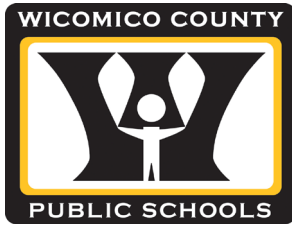


BOARD OF EDUCATION OF WICOMICO COUNTY



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October 6, 2020

BID ADDENDUM #2

for Conditions and Specifications for

IFB 36000-211 – FLOORING JOC
IFB 91006-211 – CARPENTRY JOC
IFB 91036-211 – HVAC JOC
IFB 91060-211 – PLUMBING JOC
IFB 91082-211 – ELECTRICAL JOC

This is a **"Minor Addendum"**. Failure to acknowledge this addendum on the Form of Proposal shall not be determined as **non-responsive** bid.

NOTE: Addendum 1 was a Minor Addendum. It deleted and replaced Section 000100 in its entirety.

1. DELETE AND REPLACE THE FOLLOWING:

a. Section 000100 - General Conditions: 41. OPERATION AND MAINTENANCE MANUALS: PDF FILE

All maintenance instructions application/installation instructions and service manuals shall be provided by the Contractor **in a .pdf file/format**. These shall be complete as to drawings, details, parts lists, performance data and other information that may be required for the Board to easily maintain and service the materials and equipment installed under this Contract. All manufacturers' application/installation instructions shall be given to the Project Manager at least ten (10) days prior to first material application or installation of the item. The maintenance instructions and manuals, along with any specified warranties, shall be delivered to the Architect (Engineer) and/or Project Manager. The Contractor or appropriate Subcontractors shall provide training to the Board's personnel in the operation and maintenance of the more complex equipment prior to final acceptance of the Project.

b. Section 000100 - General Conditions: 42. AS-BUILT DRAWINGS: PDF FILE

The Contractor and all his Subcontractors will maintain on the work site a separate complete set of contract drawings which will be used solely for the purpose of recording changes made in any portion of the work during the course of construction, regardless of the reason for the change. As changes occur, there will be included or marked on this record set on a daily basis, if necessary, to keep them up to date at all times. Actual locations to scale shall be identified on the drawings for all runs of mechanical and electrical work, including all site utilities, etc., installed underground, in walls, floors, and furred spaces, or otherwise concealed. Deviations from the drawings shall be shown in detail. All main runs, whether piping, conduit, duct work, drain lines, etc., shall be located in addition by dimension and elevation. Progress payments may be delayed or withheld until such time as the record set is brought up to date to the satisfaction of the Architect and/or Project Manager. The Contractor shall verify that all changes in the work are included in the "AS-BUILT" drawings and deliver the complete set thereof to the Architect (Engineer) and/or Project Manager **in a**

.pdf file/format for review and approval within thirty (30) calendar days after Board's Notice of Acceptance. Board's acceptance and approval of the "AS-BUILT" drawings are a necessary condition precedent to the release of the final retention.

All documents provided are required to utilize the WCBOE Facility Services file naming standard.

- c. Section 000310 – Form of Proposal 3. SUB-CONTRACTOR MARK-UP

INSERT the following:

The percentage indicated includes profit and overhead. While the use of sub-contractors is not discouraged and at times may be required by the specific performance requirements of the project, it is the expectation of WCBOE that the Awarded Contractor will have the capability to self-perform the requested tasks if applicable.

- d. Section 000310 – Form of Proposal

DELETE:

The contractor will be required to obtain all necessary pricing from suppliers and subcontractors. Suppliers and subcontractors may be selected by WCBOE. Full disclosure of all proposal/quotes may be required for review by WCBOE.

REPLACE:

The successful Contractor(s) will be required to obtain all necessary pricing from suppliers and sub-contractors. Minimums of two quote(s) are required. Suppliers and sub-contractors may be selected by WCBOE. Full disclosure of all proposals/quotes may be required for review by WCBOE.

- e. Section 001000 – SCOPE OF WORK 1. Services

DELETE:

While the use of sub-contractors is not discouraged and at times may be required by the specific performance requirements of the project, it is the expectation of WCBOE that the Awarded Contractor will have the capability to self-perform the requested tasks.

REPLACE:

While the use of sub-contractors is not discouraged and at times may be required by the specific performance requirements of the project, it is the expectation of WCBOE that the Awarded Contractor will have the capability to self-perform the requested tasks **if applicable.**

- f. Section 001000 3. Billable Labor Rates

DELETE and INSERT the following:

3. TIME: On occasion, depending on the nature of a situation, there may be a need to provide immediate services. Under normal circumstances, the following shall apply:
 - a. Contractor is required to meet with the owner 48 hours from the time of notification.
 - b. Contractor is to provide proposal to the owner within 48 hours after the scope review meeting.
 - c. Contractor shall be required to commence work and complete work in accordance with a schedule acceptable to the WCBOE.
4. WCBOE REQUIRED EVENING, WEEKEND OR HOLIDAY PROJECT SCHEDULE: The Board may require the work to be performed during evenings, weekends or holidays due to inability to interrupt normal WCBOE business operation. The Project Manager will make this determination prior to the issuing of the Purchase Order.

5. BILLABLE LABOR RATES: Davis Bacon or Prevailing Wage Projects EXCLUDED

- a. The Billable Labor Rates shall include all small tools, taxes, insurances, supervision, overhead, profit, etc.
 - b. The successful Contractor(s) shall invoice the Board at these labor rates for each project completed under this contract.
 - c. The WCBOE's Project Manager and the successful Contractor shall establish the number of hours per project PRIOR to the start of each project.
 - d. Payment shall only be made for the hours spent on-site. NO TRAVEL.
 - e. Billing for Superintendent Rate must be approved by the WCBOE's Project Manager PRIOR to the start of each project.
 - f. The Evening, Weekend or Holiday Billing Rates may not be greater than 150 % of the Regular Hourly Billing Rates.
 - f.1. Overtime is weekday evenings after 5 P.M and Weekends.
 - f.2. Holidays - The following days are recognized for Holiday Rates as appropriate: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.
 - g. The WCBOE's Project Manager may issue a change authorization to increase or decrease the amount of authorized billable hours if scope of project is modified.
- g. Section 001000 – Correct numbering. The balance of Section 001000 will be renumbered as necessary. Therefore, “4” becomes “6”, “5” becomes “7”, etc.

I have included Addenda #1 and #2 in the attached proposals for:

IFB 36000-211 – FLOORING JOC;
IFB 91006-211 – CARPENTRY JOC;
IFB 91036-211 – HVAC JOC;
IFB 91060-211 – PLUMBING JOC; AND/OR
IFB 91082-211 – ELECTRICAL JOC .

Signature _____

Name _____

Company _____

Date _____

Sign and return with Form of Proposal; OR
Indicate on Form of Proposal; OR
Email to:
memiller@wcboe.org