



Addendum No.: 1

Date Of Addendum: 4/10/2018

CT DAS • Construction Services • Office of Legal Affairs, Policy, and Procurement

COOLING TOWER REPLACEMENT
1111 COUNTRY CLUB ROAD
MIDDLETOWN, CT
BI-N-341

Original Bid Due Date / Time:

4/25/2018

1:00 PM

TO: Prospective Bid Proposers:

This Addendum forms part of the "Contract Documents" and modifies or clarifies the original "Contract Documents" for this Project dated February 2, 2018. Prospective Bid Proposers shall acknowledge receipt of the total number the Addenda issued for this Project on the space provided on Section 00 41 00 Bid Proposal Form.

Failure to acknowledge receipt of the total number the Addenda issued for this Project on the space provided on Section 00 41 00 Bid Proposal Form shall subject Bid Proposers to disqualification.

The following clarifications are applicable to drawings and specifications for the project referenced above.

Item 1:

RFI's during the Bid Phase shall be sent to: katem@bvhis.com and ashour.gevargisnia@ct.gov

Item 2:

All contractors entering the building during the performance of any work for this project must go through a background check and be approved before arriving on site. The required forms and information are included in this Addendum.

Item 3:

A roofing sub-contractor will be needed to flash all new and existing roof penetrations associated with this project.

Item 4:

All work above the ceiling must be done on weekends or holidays when the building is not occupied. All work areas must be protected and cleaned. All ceilings shall be fully restored. Any broken or missing tiles shall be replaced.

Item 5:

All hoisting on and off the roof must be done on weekends or holidays when the building is not occupied.

Item 6:

Any contractors wishing to revisit the site will need to visit on Wednesday April 11, 2018 at 9:00am.

All questions must be written (not verbal or by phone) and must be forwarded to BVH (Kate Mitchell, Email: katem@bvhis.com) with copies sent to the DAS/CS Project Manager (Ashour Gevargisnia, Email: ashour.gevargisnia@ct.gov)

End of Addendum 1

Mellanee Walton, Associate Fiscal Administrative Officer
State of Connecticut
Department of Administrative Services, Construction Services
Office of Legal Affairs, Policy, and Procurement



Bid Phase Meeting Attendance Log

DAS Project No.:	BI-N-341	Meeting Purpose:
Date:	4/5/2018	<input checked="" type="checkbox"/> Pre-Bid Meeting
Meeting Start Time:	10:00 AM	<input type="checkbox"/> Post Bid Review Meeting
Meeting Location:	1111 COUNTRY CLUB ROAD	<input type="checkbox"/> Other:

Name:	ASHOUR GEVARGISNIA	Title:	PROJECT MANAGER
Company/Department:	DAS/DCS	E-mail:	ASHOUR.GEVARGISNIA@CT.gov
Street:	450 COLUMBUS BOULEVARD	Phone:	860-713-5639
City/State/Zip	HARTFORD, CT 06103	FAX:	260-622-2947

Name:	MICHAEL IRWIN	Title:	PM
Company/Department:	BVH	E-mail:	MIKE@BVHIS.COM
Street:	206 W. NEWBERRY RD	Phone:	860 286 9171
City/State/Zip	BLOOMFIELD, CT	FAX:	

Name:	KATE MITCHELL	Title:	CA
Company/Department:	BVH	E-mail:	KATEM@BVHIS.COM
Street:	204 W. NEWBERRY RD	Phone:	860 836-5858
City/State/Zip	BLOOMFIELD CT 06002	FAX:	

Name:	JENNIFER DANIELS	Title:	ESTIMATOR
Company/Department:	D/E/F SERVICES GROUP	E-mail:	ESTIMATING@DEFSERVICESGROUP.COM
Street:	1171 VOLUNTOWN ROAD	Phone:	860-376-4896
City/State/Zip	GRISWOLD, CT 06351	FAX:	

Name:	Bob Rivard	Title:	President
Company/Department:	RIVCO Construction LLC	E-mail:	RIVCOCONST@gmail.com
Street:	10 Donna Drive	Phone:	860-672-5672
City/State/Zip	Burlington, CT 06013	FAX:	860-673-3181

Name:	Sam Mosieur	Title:	Estimator
Company/Department:	Air Temp Mech SUS.	E-mail:	Sam@ctairtemp.com
Street:	366 Captain Lewis DR.	Phone:	860-953-8888
City/State/Zip	Southern Conn, CT, 06489	FAX:	



Robert Cody
DESPP
860-685-8935
Robert.Cody@CT.gov



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Name:	ASHOUR GUEVARGISNIA	Title:	PROJECT MANAGER
Company/Department:	DAS/DCS	E-mail:	ASHOUR.GUEVARGISNIA@CT.gov
Street:	450 COLUMBUS BOULEVARD	Phone:	860-713-5639
City/State/Zip:	HARTFORD, CT 06103	FAX:	860-622-2947

Name:	KEA DIPADIA	Title:	SALES
Company/Department:	WALKER CRANE	E-mail:	KEADIPADIA@WALKERCRANE.COM
Street:	50 FARMINGTON VALLEY DR.	Phone:	860/329-3818 ext
City/State/Zip:	PLAINVILLE, CT 06062	FAX:	

Name:	Lee Scheinfeld	Title:	SALES
Company/Department:	ACTION AIR SYSTEMS, INC	E-mail:	lee@actionairsystems.com
Street:	131 Adams Street	Phone:	860 645-9838
City/State/Zip:	Manchester Ct 06042	FAX:	860 645 0226

Name:	David Veillette	Title:	Plumber/Steamfitter
Company/Department:	Stewart Mechanical Services	E-mail:	office@stewartmsi.com
Street:	1495 Thomaston Ave	Phone:	203-575-0440
City/State/Zip:	Wethersfield, CT 06704	FAX:	203-575-0424

Name:	DAVID BORDEAUX	Title:	SAFETY DIRECTOR
Company/Department:	INDUSTRIAL RIGGERS, INC.	E-mail:	dbordeaux@industrialriggers.com
Street:	26A CHASE RIVER RD	Phone:	203-573-1116
City/State/Zip:	WATERBURY, CT 06704	FAX:	203-755-8481

Name:	John Gallagher	Title:	MM
Company/Department:	HIGHLINE CRANE	E-mail:	john@highlinecrane.com
Street:	6 Old Amity Rd B	Phone:	205 565 5131
City/State/Zip:	Bethany, CT	FAX:	

OVER →

JEFF SWALL
PERFECTEMP INC.
175 ROBERT JACKSON WAY
PLAINVILLE CT 06062

V.P.
JSWALL@P-TEMP.COM
800 846-0735



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Company/Department:	DAS/DCS	E-mail:	ASHOUR.GEVARGISNIA@CT.gov
Street:	450 COLUMBUS BOULEVARD	Phone:	860-713-5639
City/State/Zip:	HARTFORD, CT 06103	FAX:	860-622-2947

Name:	STEVEN GRENING	Title:	ESTIMATOR
Company/Department:	WEST STATE MECHANICAL	E-mail:	Wsm_steve@yahoo.com
Street:	3000 S. MAIN STREET	Phone:	860-482-5914
City/State/Zip:	TORRINGTON, CT 06790	FAX:	860-489-4686

Name:	GREG ARSENAULT	Title:	FORMAN
Company/Department:	PRO-MECH, INC.	E-mail:	PROMECHINC@COMCAST.COM
Street:	102 FILLET ST.	Phone:	860 247-3952
City/State/Zip:	BLOOMFIELD CT, 06002	FAX:	860 242-1698

Name:	Peter Royer	Title:	Pres
Company/Department:	CT BOILER REPAIR + MFG CO	E-mail:	Peter_royer@ct-boiler.com
Street:	644 OAKWOOD AVE	Phone:	(860) 453-9117
City/State/Zip:	WEST HARTFORD, CT 06110	FAX:	(860) 953-0246

Name:	DAVE GLASSMAN	Title:	MANAGER
Company/Department:	Central Mechanical Services	E-mail:	DGLASSMAN@Centralmechet.com
Street:	11 Progress drive	Phone:	800 632 5500
City/State/Zip:	Cromwell CT 06416	FAX:	860 632 5544

Name:	Shannon Bostiga	Title:	
Company/Department:	Aero Crane / American Rigging	E-mail:	Shannon@kaystrucking.com
Street:	297 Pleasant Valley Road	Phone:	860-291-2436
City/State/Zip:	South Windsor, CT 06074	FAX:	

See Back -

Kevin L Sperry
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owner



**STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
HUMAN RESOURCES**

CRIMINAL HISTORY RECORD CHECK INSTRUCTIONS

All employees and personnel performing services for contractors or sub-contractors on or at the Department of Emergency Services and Public Protection (DESPP) facilities are required, under their contracts, to have background investigations completed by the Department of Emergency Services and Public Protection (DESPP). Contractors are responsible for costs associated with criminal history record checks (State & Federal) including fingerprinting costs. All contractors' employees must have security approval by DESPP prior to starting work. Contractors must submit the employee information required by the department upon contract award. Contractors are to include contingency employees who may be utilized to cover absenteeism. No Contractor's employee will be admitted to DESPP facilities without identification and a completed criminal history record and background check.

INSTRUCTIONS:

To begin the background process, appointments are coordinated by contacting Chastity DeLillo in Human Resources at (860) 685-8394. Processing is conducted by appointment only at 1111 Country Club Road in Middletown, CT. When you arrive, you are to inform the Trooper at the front desk you need to go to Human Resources (do not say fingerprinting).

REQUIRED IDENTIFICATION:

A current and valid photo id with a signature (license or state id) or a valid passport.

FEES: (subject to change without notice)

Required Criminal History Record Checks fees for State Contractor are as follows:

Processing Fee (In-State Only)	\$15.00	Cash (exact change), *Check/Money Order made payable to: "Treasurer-State of CT" Fees CANNOT be combined in one check.
State Fingerprinting Fee	\$75.00	
Federal Fingerprinting Fee	\$12.00	

*If paying by check/money order, a separate check/money order needs to be made for each fee made **payable to "Treasurer-State of CT"**. Fees are subject to further changes without notice. Please contact the State Police Bureau of Identification (SPBI) at (860) 685-8480 for fee verification.

NOTE: It is the companies' responsibility to make contact with Chastity DeLillo via email at Chastity.Delillo@ct.gov to receive verification of conditional clearance before employment can begin. Please note conditional clearance is pending the outcome of the background investigation for in state contractors only. If sub-contractors are working from out of state, the background must be completed prior to starting.

12/02/17

The Department of Emergency Services and Public Protection (DESPP)

Background Investigation Q & A

Why is a background required?

DESPP as a law enforcement agency standards are different than many other State agencies so we require a background investigation. Also, depending on where in the agency the individual works, they may have access to information.

What is the process?

The applicant or company schedules an appointment to fill out the appropriate paperwork (waiver) with Human Resources and have fingerprints taken.

What type of background do sub-contractors/contractors receive?

A Type C (basic background investigation)

What does a Type C background consist of?

- § Criminal check
- § Motor vehicle record check
- § Financial check (probate and/or judicial information)
- § Federal and state fingerprint results
- § Any other information that may be requested/needed

Are there fees and if so what are they? (all fees are subject to change without notice)

Yes, they are as follows:

- Processing fee \$15 (in state only)
 - Out of state do not pay, they are not being processed through our agency.
- State fee \$75
- Federal fee \$12.00
- **Fee's cannot be combined in one check, if cash is being provided it needs to be exact change (\$15, \$12 & \$75). Please call if you have questions; if it is not correct, appointments will be rescheduled.**

How are fingerprint fees to be paid?

The Fingerprint Unit allows the following payment forms: Cash (exact change), check or money order made out to **Treasurer – State of Connecticut**

What is needed for the scheduled appointment with Human Resources?

Valid and current photo id with a signature (license or state id) or valid passport (copy will be made) and individuals need to know their social security number. (Anyone with a "DO" license cannot use this as a form of identification).

Are fingerprints considered a background investigation?

No, fingerprints are only a records check to include State and Federal criminal history checks.

Do I need verification after the fingerprints are completed before I can begin working with the agency?

Yes. It is the companies' responsibility to make contact with Chastity DeLillo via email at Chastity.Delillo@ct.gov to receive verification of conditional clearance before employment can

**The Department of Emergency Services and Public Protection (DESPP)
Background Investigation Q & A**

begin. Please note conditional clearance is pending the outcome of the background investigation for in state contractors only.

If I had fingerprints taken for a pistol permit or another position, do I have to have them redone?

Yes, although your fingerprints are on file they are not for our "hiring" purposes.

What happens if something shows up on the fingerprint results?

The applicant will be contacted and meet with the Human Resources Administrator to go over the results and discuss what actions if any need to be taken (Federal results only).

Am I able to go to my local police department to be fingerprinted?

No. Fingerprints are to be with the DESPP Fingerprint Unit to avoid any issues reading fingerprint results or not being fingerprinted correctly. The only time we allow this is if someone is from out of state and a packet needs to be sent from Human Resources with instructions.

Are fingerprints considered a background?

No. Fingerprints are not a background investigation. Fingerprints are the beginning portion of a background. They are the State and Federal criminal history check only.

Who can my information be released to?

We do not and cannot release any of the information received from your fingerprint or background results. The results are confidential and used for our agency purposes only.

If I have a background conducted for DESPP, can I use that clearance for other State Agencies/Police Departments?

Backgrounds conducted with (DESPP) are for clearance for our agency only and cannot be used for other agencies or police departments..

How long does it take to receive clearance?

The employer should contact Human Resources (Chastity DeLillo) minimum of five days after the individual's appointment to see if results have been received. Individuals cannot start working until clearance has been received.

Do backgrounds have to be completed before individuals can begin?

If an individual works in state, they may be given conditional clearance from their criminal history fingerprint results. If they are working from out of state, backgrounds have to be completed before they can begin.

How long are backgrounds good for?

If an individual has had a background completed but left the agency and has been gone for six (6) months or longer, they will have to complete to whole process again.

Will I receive a card key for building access?

No. Sub-contractors do not receive card-keys; they enter during normal business hours. The agency is unable to incur the cost for all individuals and not everyone needs access. If there is a job where someone feels their person needs one, they can call Chastity DeLillo to discuss further (860) 685-8394.

The Department of Emergency Services and Public Protection (DESPP) Background Investigation Q & A

Will I receive a photo id?

Some sub-contractors will receive a photo id to verify they are working with our agency and have gone through the beginning stages of the background process. This photo id is for the Department of Emergency Services only. It is not to be used for other state agencies or municipalities. Also, it should not be used as any type of representation of our agency.

How are photo id's received?

Once conditional clearance has been received by Human Resources, an appointment needs to be made with Computer Services (Mark Spellman) to have a photo id taken (860) 685-8087 (please no walk ins).

When should photo id's be returned?

When your job with DESPP is completed, the photo id(s) is to be handed in to your agency contact (the person who over saw the project) or back to Computer Services.

How will the Troops/Units know sub-contractors will be working there?

Based on the company's contract with the agency where it should be noted how to handle this but it is best for the company to provide a list of all the employees that will be working at each location to avoid any issues. If further verification is needed, they can contact Human Resources or the companies agency contact.

What happens during inclement weather?

If there is pending bad weather or a storm, please call a day or two before to verify if the appointment is still standing or needs to be rescheduled.