

*Michael R. Wigley, AIA, LEED®AP  
W. Zachary Crouch, P.E.  
Michael E. Wheedleton, AIA  
Jason P. Loar, P.E.  
Ring W. Lardner, P.E.*

**DELAWARE ARMY NATIONAL GUARD  
PIGMAN READINESS CENTER  
SITE IMPROVEMENTS  
SEAFORD, SUSSEX CO., DELAWARE  
PROJECT NO: 19-2016  
DBF #0999J011.P01  
JULY 13, 2017**

**ADDENDUM NO. 1**

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

- Item No. 1      See attached Pre-Bid Meeting Minutes dated July 11, 2017.
- Item No. 2      Pre-Bid Meeting sign in sheet is attached to this addendum.
- Item No. 3      DEARNG 5/4/9 Work Schedule is attached to this addendum.
- Item No. 4      SECTION 00300 – BID FORM: The attached Revised Bid Form replaces the existing Bid Form in its entirety. Refer to Item 11 on the Pre-Bid Meeting Minutes.

**END OF ADDENDUM**

Michael R. Wigley, AIA, LEED AP  
W. Zachary Crouch, P.E.  
Michael E. Wheelleton, AIA  
Jason P. Loar, P.E.  
Ring W. Lardner, P.E.

**PRE-BID MEETING MINUTES  
PIGMAN ARMORY SITE IMPROVEMENTS  
601 BRIDGEVILLE HIGHWAY SEAFORD DE 19973  
DBF #0999J011.P01 □ DEARNG # 19-2016  
JULY 11, 2017**

**In Attendance**

DEARNG: Bill Davis Phone: 302-326-7131  
LTC Marc Orndorff Phone: 302-326-7132  
SFC Roland Harris Phone: 302-326-7636

Davis, Bowen & Friedel, Inc.: Ashton McLaughlin Phone: 302-424-1441

Contractor attendees: *See attached sign-in sheet*

**Items Discussed**

1. Project was advertised starting June 26, 2017 on the State of Delaware website.
2. The mandatory pre-bid meeting was conducted on July 11, 2017 on site at the Pigman Armory in Seaford, DE.
3. The sign-in sheet was presented to attendees as they entered. It was also mentioned multiple times throughout the meeting. Attendance at the pre-bid meeting was mandatory in order for general contractors to submit a bid. A copy of the sign-in sheet is attached to the pre-bid meeting minutes.
4. Attendees were reminded they must purchase plans and specs to obtain addenda beyond Addendum #1 and to be placed on the bidders list. Plans and specs were available for purchase at the meeting for \$60. For those who did not purchase plans, they were/are directed to contact Davis, Bowen & Friedel if they were/are interested in doing so. Davis, Bowen & Friedel, Inc. accepts cash or credit. *Post meeting note:* Davis, Bowen & Friedel, Inc. recently moved offices and are now located at 1 Park Avenue, Milford, DE, 19963.

Pre-Bid Meeting Minutes  
Pigman Armory Site Improvements  
July 11, 2017

5. All questions prior to the bid opening must be submitted *in writing* to Davis, Bowen & Friedel, Inc. attention: Ashton McLaughlin at [anm@dbfinc.com](mailto:anm@dbfinc.com) or by fax, 302-424-0430. The cutoff for questions, requests for information or substitution must be submitted to Ashton by Wednesday, July 19, 2017 at 5:00PM. The final addendum will be issued no later than Friday, July 21, 2017 at 5:00PM. No addenda will be issued 4 days prior to the bid due date, except to withdraw the request for bids, to extend the deadline, or change the location of the bid opening.
6. **Bids are due Thursday, July 27 at 1:30 p.m.**, at the Delaware Army National Guard (Security Officers' desk in the Main Lobby of the Biden National Guard/Reserve Center, 250 Airport Road, New Castle, Delaware, 19720). Please allow extra time when submitting bids to account for possible delays, including those encountered at the security entrance. It is the contractor's responsibility to confirm a bid is received if mailed. No late bids will be considered.
7. The bid form was then reviewed. All sections must be completed. Any questions regarding the bid form must be submitted as described above. Additional information:
  - a. One (1) original and one (1) copy of the bid form must be submitted along with one (1) original and one (1) copy of a Bid Bond equal to ten percent of the bid price, including any alternates. All bid submission documents, including the bid bond, must be completed on the form provided in the specifications. A Performance Bond equal to 100 percent of the contract amount must also be posted upon execution of the contract. The contract time is 90 calendar days.
  - b. The subcontractor list must accompany the Bid Forms and be fully completed in order to submit a qualifying bid. Contractors cannot add areas of subcontracting, requests to do so must be submitted as described above. If the contractor is their own subcontractor, they must still fill out the information in its entirety. All subcontractors must be licensed to practice their trade in the State of Delaware prior to execution of the contract. The prime general contractor must include their Delaware Business License with the bid. The prime contractor must submit their subcontractors' business license(s) within 30 days of signing the agreement.
  - c. An affidavit is provided in the bid form. The prime contractor and all subcontractors must complete an affidavit. The affidavit can be copied in order to fulfill this requirement. No other pages are authorized.
  - d. The contractor must initial the section on the bid forms indicating acknowledgement of the allowance (which must be included in the bid price) and the unit prices

Pre-Bid Meeting Minutes  
Pigman Armory Site Improvements  
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8. All prime and sub-contractors must have a drug testing policy in effect in order to bid on the project. The policies must be submitted by the contractors who are awarded the contract. *Each contractor / subcontractor submitting a bid or listed on the subcontractors list must submit a signed affidavit for drug testing.*
9. Background check information for all employees working on site must be submitted with the bid documents.
10. The Specification Book was further reviewed.
  - a. Funding: This is a State Project. Prevailing Wage Rates apply and are included in the book.
  - b. Subcontractors – Business license must be provided by successful bidder within 30 days of entering into agreement.
  - c. Campus Specific Items
    - i. Tobacco Free Campus.
    - ii. Buildings will remain occupied during all phases of construction.
    - iii. If a contractor wishes to conduct a site visit prior to submitting a bid, they must contact Sergeant First Class Roland Harris at 302-326-7636. If Sergeant Harris cannot be reached, the contractor may reach out to Ashton McLaughlin at 302-424-1441, at which time she will determine a different point of contact.
    - iv. Photos of the site may be taken.
11. All necessary permits and approvals have been obtained. Approvals have been obtained from the AAB, DNREC, Fire Marshal, DelDOT and the City of Seaford. The City of Seaford permit will be required to be picked up by the awarded contractor. The cost of the permit, \$1,845.00, must be included as part of the bid. ***A new bid form will be issued with the first addendum.*** As with the acknowledgement of allowances and unit prices, the owner requires the contractor to initial the permit section. When the contract is awarded, the contractor will be expected to submit a schedule of values with the permit fee being a separate line item.
12. Project Specifics were discussed.
  - a. Detailed Scope of Work:
    - i. Removal of existing concrete to be replaced with full depth asphalt.
    - ii. Mill and overlay
    - iii. Updated sidewalks and ramps
    - iv. Security upgrades
      1. Lighting
      2. Fencing
        - a. The site must remain secure at the end of each work day. Any fence removed by be reinstalled prior to the end of the work day.
      3. Gate



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4. Keypad Entry Housing
    - a. All equipment housing and conduit will be the responsibility of the contractor.
    - b. DEARNG will install keypad entry systems afterwards.
  5. Misc – Water gate valve installation at maintenance building, bollards
  6. Alternate 1 – Proposed Boulder Vehicle Barrier
    - a. Boulders must meet sizing requirements of King Tut Blocks as referenced by UFC Specification 4-022-02, Selection and Application of Vehicle Barriers. This specification is publicly available online at <https://www.wbdg.org/ffc/dod/unified-facilities-criteria-ufc/ufc-4-022-02>. Boulders are to be approximately 4' Tall and have a 4' Diameter. Boulders will be spaced at 4' intervals. Engineer estimates approximately 65 boulders will be required. Boulder selection will require a submittal prior to approval by engineer and owner.
    - b. Soils and concrete testing to be performed by Owner using an existing contract with Duffield Associates. There will be construction coordination required between the general contractor and Duffield Associates.
    - c. Contractor will be required to have a supervisor on site during all phases of construction (including own personnel and / or subcontractors) to include punch list work.
    - d. Contractor to provide their own water, electric and sanitary services.
    - e. Materials must be on site to be included in pay applications.
    - f. Known utilities are shown on plan. Miss Utility will mark some of the utilities and contractor shall hire a utility marking company.
    - g. Project carries a 2 year warranty period – Letter to be provided during closeout.
    - h. Potential bidders are requested to please review all required project closeout information, to include construction waste management forms.
      - i. As-builts – Red-line pdf's or CAD drawings to be determined during construction based on changes made (if changes are made).
    - i. DEARNG works a flex schedule. The working schedule is provided in Addendum 1.
13. A walkthrough of the areas of work took place directly after the pre-bid meeting.
- a. Multiple contractors expressed concern regarding the concrete to be removed in front of the maintenance building and to the side of the maintenance building.
    - i. In regards to the concrete pad in front of the maintenance building, contractors are to assume 8 inches of concrete with rebar. As a reminder, the full depth section that is replacing the concrete is 9 inches, so this will require an additional 1 inch of excavation.
    - ii. The concrete on the side of the maintenance building used to be an oil separator/wash rack. Post meeting discussion between the engineer and

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- owner has determined that the concrete itself is to remain in place. The mill and overlay can be adjusted to be level with this concrete.
- iii. Any further questions or concerns regarding the concrete must be submitted in writing.
- b. Additional concerns were expressed regarding the installation of a water valve at the maintenance building.
- i. Contractors are to assume a 4-foot depth and a 6-inch max pvc pipe.
  - ii. Contractor shall also account for a utility test pit in valve location and **must be completed** before ordering equipment to confirm the assumptions above.
  - iii. Engineer and owner believes the valve for the particular water line is on the property. This will be discussed and explored further during the pre-construction meeting. If it is determined that the City of Seaford needs to turn the water off (if a valve is not on the property), the City of Seaford Public Works department has indicated it only needs 15 to 20 minutes prior notice, during business hours to come out.
  - iv. Common Ground Utility Locating was utilized only for utility location and marking. Test pits to confirm location and size were NOT done. All markings are included on the plans.
  - v. Any further questions or concerns regarding the utilities must be submitted in writing.

Any changes, additions or deletions to these minutes should be submitted in writing to Davis, Bowen & Friedel, Inc., within ten (10) days.

Respectfully Submitted,  
*DAVIS, BOWEN & FRIEDEL, INC.*



Ashton N. McLaughlin, P.E.  
Civil Engineer

P:\DEARNG\0999J011 On Call\Pigman Site Improvements\Documents\DFM\Bid Support\2017-07-10 Pre-Bid\Pre-Bid Meeting Minutes

Enc.: Pre-bid sign-in sheets

Cc: All attendees  
Ring Lardner – Davis, Bowen & Friedel, Inc.  
Mark DeVore – OMB/DFM  
Larry Schrock – OMB/DFM  
COL William Cost - DEARNG

**MANDATORY PRE-BID MEETING**  
**Pigman Armory Site Improvements**  
**DBF #0999J011.P01 / DEARNG # 19-2016**  
**July 11, 2017**

Name (Please Print)	Co. / Dept. Name & Address	Email (Please Print) / Phone / Fax
Thompson & Son's Contracting Inc. Casey Thompson	Thompson & Son's Contracting 944 Bay rd. Milford De. 19963	Thompsonson LLC@Del.com
KEITH JACOBI	DIXIE CONSTRUCTION 22237 LINES-GEORGETOWN HWY GEORGETOWN DE 19947	KEITH@DIXIECONST.COM
Danny Carrow	Carrow Construction 1685 D Rive Road New Castle, DE 19709	danny.carrow @ carrowconstruction.com
John ZACK	ZACK EXCAVATING 2935 S DuPont BLVD SMYRNA, DE 19977	J ZACK @ ZACK EXC. COM



**MANDATORY PRE-BID MEETING**  
**Pigman Armory Site Improvements**  
**DBF #0999J011.P01 / DEARNG # 19-2016**  
**July 11, 2017**

Name (Please Print)	Co. / Dept. Name & Address	Email (Please Print) / Phone / Fax
Rob Salloway	Kent Construction 2 Big Oak Rd Smyrna DE 19977	estimator2@kent constructionco.com 302 653-6489 " 653 4844 Fax
Jim Deptula	George & Lynch, Inc. 150 Lafferty Lane Dover, DE 19901	jdeptula@geolyn.com 302-736-3031 302-734-9743
Shaun Rodgers	Reybold Construction 116 East Scotland Dr. Bear DE 19701	srogers@reybold.com 302-593-0696



**MANDATORY PRE-BID MEETING**  
**Pigman Armory Site Improvements**  
**DBF #0999J011.P01 / DEARNG # 19-2016**  
**July 11, 2017**

Name (Please Print)	Co. / Dept. Name & Address	Email (Please Print) / Phone / Fax
Patrick Kintz	A-Del Construction 10 Adel Drive Newark, DE 19702	rkemske@a-del.com dhanna@a-del.com 302-453-8286 (office) 302-453-9550 (fax)

January 2017						
S	M	T	W	T	F	S
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February 2017						
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March 2017						
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April 2017						
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## 5/4/9 Work Schedule

### Scheduled FTS Flex Days

### Federal Holidays

**JANUARY**  
 2 New Year's Day Observed  
 16 Martin Luther King's Birthday  
 8-hour days: 13, 27

**FEBRUARY**  
 20 Washington's Birthday  
 8-hour days: 10, 24

**MARCH**  
 8-hour days: 10, 24

**APRIL**  
 8-hour days: 7, 21

**MAY**  
 29 Memorial Day  
 8-hour days: 5, 19

**JUNE**  
 8-hour days: 2, 16, 30

**JULY**  
 4 Independence Day  
 8-hour days: 14, 28

**AUGUST**  
 8-hour days: 11, 25

**SEPTEMBER**  
 4 Labor Day  
 8-hour days: 8, 22

**OCTOBER**  
 9 Columbus Day  
 8-hour days: 5, 20

**NOVEMBER**  
 10 Veterans Day Observed  
 23 Thanksgiving Day  
 8-hour days: 3, 17

**DECEMBER**  
 25 Christmas Day  
 8-hour days: 1, 15, 28

July 2017						
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August 2017						
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September 2017						
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October 2017						
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November 2017						
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December 2017						
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## ALTERNATES

Add/Deduct: \_\_\_\_\_  
(\$ \_\_\_\_\_)

STATE OF DELAWARE  
PIGMAN READINESS CENTER  
SITE IMPROVEMENTS  
DEARNG No. 19-2016

**BID FORM**

**UNIT PRICES**

Unit prices conform to applicable project specification section. Refer to the specifications for a complete description of the following Unit Prices:

		ADD
UNIT PRICE No. 1:	Graded Aggregate Base Course, Type B	<u>\$50.00</u> /CY
UNIT PRICE No. 2:	Undercutting of Parking Lot	<u>\$55.00</u> /CY

**ALLOWANCES**

Refer to applicable project specification section for a complete description of the following Allowances to be included in the Base Bid.

ALLOWANCE No. 1: \$10,000.00 for general utility work including, but not limited to, 100 CY of undercutting and backfill due to unforeseen issues.

*Acknowledgement of Allowance No. 1*

\_\_\_\_\_  
*Bidder to Initial*

STATE OF DELAWARE  
PIGMAN READINESS CENTER  
SITE IMPROVEMENTS  
DEARNG No. 19-2016

**BID FORM**

I/We acknowledge Addendums numbered \_\_\_\_\_ and the price(s) submitted include any cost/schedule impact they may have.

This bid shall remain valid and cannot be withdrawn for thirty (30) days from the date of opening of bids (60 days for School Districts and Department of Education), and the undersigned shall abide by the Bid Security forfeiture provisions. Bid Security is attached to this Bid.

The Owner shall have the right to reject any or all bids, and to waive any informality or irregularity in any bid received.

This bid is based upon work being accomplished by the Sub-Contractors named on the list attached to this bid.

Should I/We be awarded this contract, I/We pledge to achieve substantial completion of all the work within **90** calendar days of the Notice to Proceed.

The undersigned represents and warrants that he has complied and shall comply with all requirements of local, state, and national laws; that no legal requirement has been or shall be violated in making or accepting this bid, in awarding the contract to him or in the prosecution of the work required; that the bid is legal and firm; that he has not, directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken action in restraint of free competitive bidding.

Upon receipt of written notice of the acceptance of this Bid, the Bidder shall, within twenty (20) calendar days, execute the agreement in the required form and deliver the Contract Bonds, and Insurance Certificates, required by the Contract Documents.

I am / We are an Individual / a Partnership / a Corporation

By \_\_\_\_\_ Trading as \_\_\_\_\_  
(Individual's / General Partner's / Corporate Name)  
\_\_\_\_\_  
(State of Corporation)

Business Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Witness: \_\_\_\_\_ By: \_\_\_\_\_  
(SEAL) ( Authorized Signature )  
\_\_\_\_\_  
( Title )  
Date: \_\_\_\_\_

**ATTACHMENTS**

Sub-Contractor List  
Non-Collusion Statement  
Affidavit(s) of Employee Drug Testing Program  
Bid Security  
(Others as Required by Project Manuals)



STATE OF DELAWARE  
PIGMAN READINESS CENTER  
SITE IMPROVEMENTS  
DEARNG No. 19-2016

**BID FORM**

**SUBCONTRACTOR LIST**

In accordance with Title 29, Chapter 6962 (d)(10)b Delaware Code, the following sub-contractor listing must accompany the bid submittal. The name and address of the sub-contractor **must be listed for each category** where the bidder intends to use a sub-contractor to perform that category of work. In order to provide full disclosure and acceptance of the bid by the *Owner*, **it is required that bidders list themselves as being the sub-contractor for all categories where he/she is qualified and intends to perform such work.** This form must be filled out completely with no additions or deletions. **Note that all subcontractors listed below must have a signed Affidavit of Employee Drug Testing Program included with this bid.**

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City &amp; State)</u>	<u>Subcontractors tax payer ID # or Delaware Business license #</u>
1. Sitework	_____	_____	_____
2. Asphalt	_____	_____	_____
3. Electric	_____	_____	_____
4. Concrete	_____	_____	_____
5. Fencing	_____	_____	_____

STATE OF DELAWARE  
PIGMAN READINESS CENTER  
SITE IMPROVEMENTS  
DEARNG No. 19-2016

**BID FORM**

**NON-COLLUSION**  
**SUSPENSION/DEBARMENT**  
**DISCLOSURE STATEMENT**

This is to certify that the undersigned bidder has neither directly nor indirectly, entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding in connection with this proposal submitted this date to the State of Delaware, Delaware Army National Guard.

**AFFIRMATION:** Within the past five years, has your firm, any affiliate, any predecessor company or entity, owner, Director, officer, partner or proprietor been the subject of a Federal, State, Local government suspension or debarment?

YES \_\_\_\_\_ NO \_\_\_\_\_ If yes, please explain (use separate page and include with Bid Form.)

All the terms and conditions of (*DEARNG No. 19-2016*) have been thoroughly examined and are understood.

**NAME OF BIDDER:**

\_\_\_\_\_

**AUTHORIZED REPRESENTATIVE  
(TYPED):**

\_\_\_\_\_

**AUTHORIZED REPRESENTATIVE  
(SIGNATURE):**

\_\_\_\_\_

**TITLE:**

\_\_\_\_\_

**ADDRESS OF BIDDER:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**E-MAIL:**

\_\_\_\_\_

**PHONE NUMBER:**

\_\_\_\_\_

Sworn to and Subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

My Commission expires \_\_\_\_\_. NOTARY PUBLIC \_\_\_\_\_.

**THIS PAGE MUST BE SIGNED AND NOTARIZED FOR YOUR BID TO BE CONSIDERED.**

**AFFIDAVIT  
OF  
EMPLOYEE DRUG TESTING PROGRAM**

4104 Regulations for the Drug Testing of Contractor and Subcontractor Employees Working on Large Public Works Projects requires that Contractors and Subcontractors implement a program of mandatory drug testing for Employees who work on Large Public Works Contracts funded all or in part with public funds.

We hereby certify that we have in place or will implement during the entire term of the contract a Mandatory Drug Testing Program for our employees on the jobsite that complies with this regulation:

**Contractor/Subcontractor Name:** \_\_\_\_\_

**Contractor/Subcontractor Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Authorized Representative (typed or printed):** \_\_\_\_\_

**Authorized Representative (signature):** \_\_\_\_\_

**Title:** \_\_\_\_\_

Sworn to and Subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

My Commission expires \_\_\_\_\_. NOTARY PUBLIC \_\_\_\_\_.

**THIS PAGE MUST BE SIGNED AND NOTARIZED FOR YOUR BID TO BE CONSIDERED.**