

*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
Fire Alarm / Fire Suppression Upgrades
Dagsboro Readiness Center
Armory Road
Dagsboro, Delaware 19939
State of DE Project #MC 7601000097 ❖ DEARNG # FMO-26697
DBF #0999J011.L04
SEPTEMBER 8, 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 September 7, 2017.

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

DELAWARE ARMY NATIONAL GUARD

Fire Alarm / Fire Suppression Upgrades

Dagsboro Readiness Center

Armory Road

Dagsboro, Delaware 19939

State of DE Project #MC 7601000097

DEARNG # FMO-26697

September 7, 2017

DBF #0999J011.L04

In Attendance

SEE SIGN-IN SHEET

Items of Discussion

1. A sign-in sheet was passed around for those in attendance. A copy of the sign-in roster is attached to these minutes. Bill Davis from the Delaware Army National Guard (DEARNG) introduced himself and Michael Bauman from Davis, Bowen & Friedel, Inc. (DBF), and described the project.
2. A tentative project schedule was reviewed with those present. Below is the schedule:
 - a. Mandatory pre-bid meeting held on September 7, 2017.
 - b. Bids, using the form provided in the contract documents, are due by 11:00 a.m. on September 22, 2017 and will not be extended. Bidders are warned to allow for extra time when submitting bids.
 - c. Contract will be executed with lowest responsible bidder.
 - d. Tentative construction start date is October 2017.
3. Bids will be opened up at 250 Airport Road, New Castle, DE, Joint Force Headquarters Delaware Army National Guard. It was stressed to contractors to allow enough time to gain access to the building at the bid opening. This location is gated and access will take time between being checked at the gate and at the building upon entering. The General Contractor's business license must be submitted with the bid. Contractor shall submit one original and one copy of their bid along with Bid Bond equal to 10% of the bid price including alternates. A performance bond of 100% of the contract amount will be posted upon execution of the contract.

4. Also to be included with the GC bid is the affidavit of the employee drug testing form, to be filled out by the GC and all subcontractors.
5. Pre-bid meeting was noted as mandatory.
6. Purchase of construction documents (CD-pdf) for \$100 is necessary to be placed on the bidders list and receive addenda.
7. Close of business on September 15th will be the last day to submit questions and clarifications for addendum. September 11th is the last day to submit substitution requests. These shall be submitted in writing to Mike Bauman at mpb@dbfinc.com. The last addendum will be sent out on September 18th.
8. A walk-through was conducted at the end of the pre-bid meeting. If an additional site visit is needed, the contact at the building is Sgt. Maj. Hall (302) 854-7651 or Sgt. Reid (302) 854-7641. Contact Sgt. Maj. Hall first. Photographing soldiers and/or military equipment is strictly prohibited.
9. DEARNG reserves the right to perform background checks on all employees of the contractors and subcontractors at the cost of DEARNG.
10. Work hours will be Monday-Friday 7:00 a.m. - 4:30 p.m. The DEARNG works on a compressed schedule and the contractor must follow this schedule. The schedule will be attached to a later addendum. The entrance gate does get closed each day and the site remains secured after hours.
11. This project is a prevailing wage rate project.
12. The Contractor is responsible for permitting fees.
13. As part of a later addendum, a revised bid form will be distributed with the time frame of 150 calendar days for project substantial completion and a correct non-collusion statement.

Any changes, additions or deletions to these minutes should be submitted in writing to Davis, Bowen & Friedel, Inc.

Respectfully submitted,
DAVIS, BOWEN & FRIEDEL, INC.



Michael Bauman, AIA
Project Architect

SIGN-IN SHEET

MEETING:	PREBID
PROJECT NAME:	Fire Alarm / Fire Suppression Upgrades
LOCATION:	Dagsboro Readiness Center
PROJECT NUMBER:	DBF #0999J011.L04
DATE:	September 7, 2017

[illegible]

SIGN-IN SHEET

MEETING:	PREBID
PROJECT NAME:	Fire Alarm / Fire Suppression Upgrades
LOCATION:	Dagsboro Readiness Center
PROJECT NUMBER:	DBF #0999J011.L04
DATE:	September 7, 2017

[illegible]