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PRE-BID MEETING SUMMARY  
STATE OF DELAWARE – DEALAWARE ARMY NATIONAL GUARD (DEARNG)  
DAGSBORO READINESS CENTER – AIR HANDLER 6 REPLACEMENT  
DEARNG CONTRACT # 2019-23  
ADDENDUM #1

ATTENDEES:

See attached sign in sheet.

GENERAL STATEMENT:

The Mandatory Pre-bid meeting for this project was held at Dagsboro Readiness Center on July 24, 2020 at 10:00 am.

ITEMS DISCUSSED:

A. Key dates

1. Bid Due – August 14, 2020 at 2:00 pm in the Biden National Guard/Reserve Center as described in the Invitation to Bid within the project manual.
2. Bid Opening – August 14, 2020 at 2:00 pm.
3. Questions and substitution submission deadline – August 10, 2020 at 3:00 pm.
4. Last addendum – Close of business on August 11, 2020.

B. Key topics

1. Bids

- a. The contractor must use the bid bond and bid form supplied in project manual. The bid form must be submitted with one original complete bid form and one copy only.
- b. Make sure you identify the project name on the front of your envelope when you submit your bid.
- c. Contractor must indicate their bid price includes addendums and acknowledge all addendums on bid form in '1,2,3' format. Format '1-3' will not be accepted.
- d. Change of date and time for bid due date shall occur no later than two days prior to currently established bid due date and time.
- e. The project contains a \$10,000 allowance.
- f. The project contains no alternates.

2. DEARNG project manager will be Guy Gravino @ (302) 326-7073,  
[gaetano.g.gravino4.civ@mail.mil](mailto:gaetano.g.gravino4.civ@mail.mil)



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### 3. Building Access

- a. A walk thru of the Dagsboro Readiness Center was done after the pre-bid meeting.
- b. For any another building walk-thrus contractors will have to coordinate with DEARNG and contact the following personnel:
  - i. Bill Barnett @ (302) 893-4370, [william.j.barnett2.mil@mail.mil](mailto:william.j.barnett2.mil@mail.mil)
  - ii. Sergeant First Class (SFC) Mark Reid @ (302) 854-7641, [mark.w.reid.mil@mail.mil](mailto:mark.w.reid.mil@mail.mil)

### 4. Clarifications

- a. All questions must be submitted in writing and must be faxed to DEDC, LLC, Attn: Ryan Malin and Michael Finamore, Fax (302) 738-7175 or E-mailed to [rmalin@dedc-eng.com](mailto:rmalin@dedc-eng.com) and [mfinamore@dedc-eng.com](mailto:mfinamore@dedc-eng.com). Phone calls will not be accepted.
- b. All permits required for this effort to be obtained by the contractor. Permits are to be pulled from Sussex County.
- c. Contractor to have full time superintendent or working foreman.
- d. Contractor shall not begin work until new units have arrived on site to minimize down time.
- e. This is a Prevailing Wage project.

### C. Subcontractor Listing

1. There are four subcontractor listings on this project: Mechanical, Concrete, Electrical, and Controls. These Subcontractors are identified on the attached bid form.
2. Be sure to list your company name if your company is performing this subcontracting work.
3. All companies listed must be registered in the State of Delaware to perform this work.

### D. Meetings

1. There will be progress meetings on this project every 2 weeks on a specific day and time, to be determined at the kick off meeting.
2. Contractors shall provide a 3-week look ahead schedule at each meeting to indicate work areas and shut downs.

### E. Third Party Testing

1. There is no third party commissioning on this project.

### F. Questions/Comments:

1. The hours of work shall be 7:30 am -4:00 pm Monday thru Friday.
2. Building access point of contact personnel will be determined at Kick-Off Meeting.
3. Contractor shall coordinate with DEARNG for days when work is not permitted on site such as holidays and DEARNG days off.



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4. Background checks are required for the contractor awarded the project contract and all associated working personnel on site.
5. **Question:** Does Siemens have to be used as the Controls Contractor on the job since the building has an existing Siemens BAS (Building Automation System)? **Answer:** Siemens is listed as a pre-approved controls manufacturer in the project spec, but substitution request procedures described in the spec may be followed to request another manufacturer and/or contractor. All new equipment controls shall work as an extension of and seamlessly tie into the existing to remain Siemens BAS. All new controls shall follow guidelines in the specifications. The Siemens BAS is a building-wide system and shall not be replaced. All new BAS graphics must be compatible with existing Siemens BAS.

G. Addendum #1:

1. Pre-Bid Meeting Summary (this document)
2. Sign-in sheet

Summarized By: DEDC, LLC  
Ryan Malin  
Date: July 28, 2020



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State of Delaware  
Delaware Army National Guard  
Dagsboro Readiness Center  
Air Handler 6 Replacement  
Pre-Bid Meeting

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John Dunbar	JT Richardson	302-398-8101	302-398-9504	<a href="mailto:john@jtrmech.net">john@jtrmech.net</a>
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Scott Macknis	Apex Mech & Fab	302-442-0353	302-995-1257	<a href="mailto:smacknis@apexpiping.com">smacknis@apexpiping.com</a>
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