FAYDA ENGINEERING & ENERGY SOLUTIONS, LLC

PRE-BID MEETING MINUTES-ADDENDUM NO. 1
INVERTER SYSTEM REPLACEMENT
AT THE DEARNG BETHANY BEACH TRAINING SITE
DE ARNG PROJECT #: 2019-07

A Mandatory Pre-Bid Meeting was held in the Bethany Beach Training Site Maintenance Shop Conference Room on Tuesday, July 21, 2020, at 10:00 a.m. Those in attendance were:

Marc Orndorff	Delaware Army National Guard
Tanner Freeburger	B.W. Electric, Inc.
Jim Bailey	Mid-Shore Electrical Services, Inc.
Matt Bailey	Power Plus Electrical Contracting, Inc.
Bobby Tudor	Tudor Electric, Inc.
Braden Kreer	CMI Solar & Electric, Inc.
Matthew Galinskie, C.E.A.	Fayda Engineering & Energy Solutions, LLC

A copy of the Pre Bid Meeting sign-in sheet is attached. Total 1 page.

Date of Report: July 24, 2020
FE&ES Comm. No.: 19-1345A1

Items of Discussion:

1.0 These Pre-Bid Meeting Minutes, Addendum No. 1, shall be made part of the Project Manual and Drawings dated July 2020 for the Bethany Beach Training Site Inverter System Replacement for the Delaware Army National Guard.

2.0 Sealed bids for DEARNG Contract No. 2019-07 – Bethany Beach Training Site Inverter System Replacement, will be received by the Delaware Army National Guard at the Security Officers desk in the Main Lobby of the Biden National Guard/Reserve Center, 1 Vavala Way, New Castle, Delaware, 19720 until **2:00 PM local time on August 12, 2020**, at which time they will be publicly opened and read aloud in the Multi-Purpose Room.

3.0 This is a mandatory pre-bid meeting and Prime Bidders are limited to those in attendance**.**

4.0 For further bidding information relating to the Project Manual and Drawings, the contractors are directed to contact Matthew Galinskie, C.E.A, Project Manager at Fayda Engineering & Energy Solutions, LLC at telephone: 302-690-4626. Contractor Requests for Clarification or Interpretation shall be delivered electronically (by email) to mgalinskie@faydaees.com. Ensure the project title, contractor's name and RFI # are in the subject line. (Example: DE ARNG Bethany Beach Inverter System Replacement "Contractor Name"- RFI #1)

5.0 The wage rates for this Project are Delaware Department of Labor and Division of Industrial Affairs for **Sussex County, Building Construction Classification**. A certified copy of the prevailing wage rates and Debarred list of contractors for this specific project is included in the Project Manual. This approved scale of wages must be posted by the Contractor in a prominent and easily accessible place at the work site.

6.0 Contractors are reminded that if they are a recognized contractor that customarily performs the work of a given subcontractor classification; that they can list themselves on the line for that particular subcontractor category. DO NOT ADD ANY ADDITIONAL VERBIAGE OTHER THAN WHAT IS REQUESTED. FAILURE TO DO SO MAY DISQUALIFY YOUR BID. As an example, if you are an electrical contractor that will self-perform the electrical work, that you list your company on the Electrical Subcontractor line on the bid form. Ensure your address, business license, etc. is also included.

7.0 Effective 1/1/19, **the prime contractor** must have a drug testing program in place. There is an Affidavit located with the Bid Form.

8.0 Project Summary: The Base Bid includes all work shown on the contract documents.

A. Project scope:

Base Bid:

1. All work shown on the contract documents.

Allowances: There are 2 Allowances:
Allowance #1: $10,000 for miscellaneous costs not identified on the contract documents.
Allowance #2: $10,000 for BAS system integration, not currently shown on the contract documents.

9.0 Contractor must be a registered plan holder in order to submit a bid. Bid Form shall be submitted in **triplicate**. Only those registered plan holders will be sent future addenda.

10.0 A two (2) year warranty is required on overall project beginning on the date of substantial completion. Extended warranties are required on the PV Solar system.

11.0 The following sections of the specifications were reviewed:

Section	Article	Title
	------	Advertisement for Bids
00 21 13	3.3	Instructions to Bidders
00 41 13	------	Bid Form & Subcontractor Listing
00 10 00	1.03	Project Summary
01 15 40	-----	DE ARNG security procedures & Short Form
01 21 00	3.03	Allowances
26 05 73	-----	Power System Study
26 31 00	1.2	Photovoltaic System

12.0 The drawings were generally reviewed to present the intent of the contract documents.

13.0 The following items were discussed in detail:

A. Working hours are 7:00 a.m. to 4:30 p.m. Monday through Friday. Contractors will be permitted to work on Monday's when DE ARNG is typically scheduled off for FTS Flex Days. Additional hours must be arranged with the Owner in advance. All shutdowns shall be conducted on weekends and at the convenience of the owner. Shutdowns must be scheduled and approved by the owner a minimum of two weeks in advance.

B. Contractors are to contact the Department of Labor if they have any questions with regard to the State Prevailing Wage Law or clarifications on payroll reporting. Telephone number is 302-451-3423.

C. Requests for substitutions must be submitted to the Engineers office by **2:00 p.m. on Sunday, August 2, 2020.** Such requests shall include a complete description of the proposed substitutes, along with sufficient documentation and information necessary for a complete evaluation.

D. All questions should be directed in writing to the Engineer. Contractors are encouraged to submit questions as soon as possible. All answers to questions not in addendum format will not be binding. In the case of a conflict between the specifications and drawings or within each not answered by addendum, the greater quantity or better quality shall be provided. The deadline for questions shall be **2:00 p.m. on Thursday 8/6/20. Final Addenda deadline is 2:00 p.m. on Friday 8/7/20.**

E. All products furnished under this project with the exception of the inverters and Optimizers shall be Made in America; no exceptions. Contractor shall provide this documentation with any proposed substitution requests and during shop drawing submittals.

F. All shutdowns that will affect the building's electrical distribution system shall be performed on weekends (Saturday/Sunday) and at the convenience of the DE ARNG.

G. Billing for stored material will not be paid unless the material is on the jobsite and in a secure location under the contractor's control. Owner will assist with providing area for materials storage; however, it will not be a secured area.

H. Contractors will not be permitted to use facility restrooms. Contractor shall include a portable toilet in their bid.

I. Vehicles & other equipment shall not be left unattended and shall be secured at all times.

J. This is a tobacco free campus. No form of tobacco is permitted on site; including e-cigarettes.

K. Contractors are reminded that it will be unlikely that the bid due date will change.

L. The Power System Study is in the critical path. The study to be performed under this contract is not an extension of an existing building power study. Refer to Specification Section 26 05 73 for requirements. Any field work that requires de-energization of existing switchgear shall be performed on weekends and at the convenience of the Guard.

M. Instructions for requesting substitutions are very specific and are contained in the project manual. If the contractor does not follow the processes it is automatic grounds for rejection.

N. The Guard will designate a laydown area for job boxes, dumpsters, etc. during construction.

O. DE ARNG does not wish to retain the existing inverters being removed under this contract. Inverters and other removed equipment and materials shall be properly disposed of or recycled per the Construction Waste Management Specification.

P. Once the contract is awarded to the successful contractor, DE ARNG will perform background checks on all employees that will be working on site.

14.0 The successful contractor shall designate one job foreman who will remain as the main point of contact throughout the duration of the project. This foreman must be on-site whenever any sub-contractors are on-site.

15.0 In accordance with Specification Section 00 73 13, Article 9.2.2, an amount equal to 1% of the contract will be identified on the contractor's Schedule of Values for contract closeout documents. Note that this is not part of the 5% retainage.

16.0 Reminder: For your bid to be deemed responsive, you need to include 3 complete copies of:

1. Bid Form- Fully executed, no blanks use the latest version if published by Addenda.
2. Bid Bond or Certified check in the amount of 10% of your bid.
3. Bidders Business License
4. Drug Testing Affidavit for prime contractor
5. Contractor Qualifications Affidavit
6. Craft Training Compliance Affidavit

17.0 A site review of the project site was performed. A follow up walk-thru is tentatively scheduled for 10:00 a.m. on Tuesday, July 28, 2020 for all registered attendees. Contact Matthew Galinskie at 302-690-4626 (mobile) to register for the walk-thru. If no one registers, the walk through will be cancelled.

18.0 Changes to Specifications

18.1 00 41 13 Bid Form:
Replace Bid Form in project manual with one attached to these minutes.
Allowance #2 has been added and the Subcontractor List has been updated.
Unless a subsequent bid form is issued by addenda, this one will be the one to be used with the contractor's bid.

18.2 01 21 00 Allowances:
Article 3.03: **Add** the following:

B. Allowance No. 2:

1. Under this allowance, include an amount equal to $10,000.00 for BAS system integration, not currently shown on the Contract Documents.

18.3 26 05 29 Hangers and Supports for Electrical Systems:
Article 1.6.B: **Revise** Material to "Stainless Steel". All Unistrut framing, fittings and hardware shall be stainless steel.

19.0 Changes to Drawings

19.1 There are no changes to the drawings.

20.0 Questions/Clarifications

20.1 There are no questions or clarifications.

Matthew Galinskie, C.E.A.

MG/mg
19-1345A1 Pre-Bid Meeting Minutes
Attachments: Pre Bid Meeting Sign-In Sheet
cc: All in Attendance
P-File

FAYDA ENGINEERING & ENERGY SOLUTIONS, LLC

Pre-Bid Sign-In Log

PLEASE FILL OUT COMPLETELY AND LEGIBLY

Tuesday, July 21, 2020

PROJECT NAME: Inverter System Replacement at the DE ARNG Bethany Beach Training Site
163 Scannell Blvd., Bethany Beach, DE 19930

FE&ES Comm. No.: 19-1345A1
DE ARNG Contract No.: 2019-07

PRE-BID MEETING: Tuesday, July 21, 2020 @ 10:00 a.m.

BIDS DUE: Wednesday, August 12, 2020 @ 2:00 p.m.
Biden National Guard / Reserve Center
1 Vavala Way, New Castle, DE 19720

Company Name	Representative	Address	Phone & Fax	Email
Fayda Engineering & Energy Solutions, LLC	MATTHEW GALINSKIE	801 W. Newport Pike Wilmington, DE 19804	(302)999-1060 – P (302)999-1053 – F	MGALINSKIE@FAYDALLC.com
BW Electric	Tanner Freeburger	15342 S Dupont Hwy Harrington, DE 19952	302-566-0248	Tanner@BwElectricinc.com
MidShore Elect.	Jim Bailey	24870 RIVERS EDGE Milsboro, DE	302-841-7782	jbailey@midshoreelectric.com
Power Plus Electrical Contracting, Inc	Matt Bailey	P.O. Box 199 Cheswold, DE 19936	302 736-5070	Matt b337@gmail.com
TUDOR ELECTRIC	Bobby Tudor	801 OTIS DRIVE DOVER, DE 19901	302-736-1444	TUDORELECTRIC@COMCAST.NET
~~Marc Orndorff~~ DE ARNG	Marc Orndorff	1 Vavala Way	302 893 4393	marc.a.orndorff.civ@mail.mil
CMI SOLAR & ELEC.	BRADLEY KREGER	83A ALBE DR.	302-731-5556	bKreer@cmielectric.com

BID FORM

For Bids Due: 2:00 P.M. Wednesday, August 12, 2020

To: 1LT Brittney Poore
Delaware Army National Guard
Biden National Guard/Reserve Center
1 Vavala Way.
New Castle, DE 19720

Name of Bidder:_____

Delaware Business License No.:_____ **Taxpayer ID No.:** _____

(A copy of Bidder's Delaware Business License must be attached to this form.)

***(Other License Nos.):** _____

Phone No.: ( ) _____ - _____ Fax No.: ( ) _____

The undersigned, representing that he has read and understands the Bidding Documents and that this bid is made in accordance therewith, that he has visited the site and has familiarized himself with the local conditions under which the Work is to be performed, and that his bid is based upon the materials, systems and equipment described in the Bidding Documents without exception, hereby proposes and agrees to provide all labor, materials, plant, equipment, supplies, transport and other facilities required to execute the work described by the aforesaid documents for the lump sum itemized below:

BASE BID: Provide all work identified on the Contract Documents.

Amount: _____($)

ALTERNATES

There are No Alternates

ALLOWANCE ACKNOWLEDGEMENT

ALLOWANCE #1: We have included an allowance amount equal to $10,000.00 in the Base Bid for miscellaneous costs not identified on the bid documents. I/We have reviewed and familiarized ourselves with the requirements contained in Specification Section 01 21 00 Allowances.

Acknowledged by: _____

ALLOWANCE #2: We have included an allowance amount equal to $10,000.00 in the Base Bid for BAS system integration, not currently shown on the bid documents. I/We have reviewed and familiarized ourselves with the requirements contained in Specification Section 01 21 00 Allowances.

Acknowledged by: _____

UNIT PRICES:

There are no Unit Prices.

BID FORM

I/We acknowledge Addenda numbered _____ and the price(s) submitted includes 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 _____ 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: _____
(Authorized Signature)

(SEAL)

_____
(Title)

Date: _____

ATTACHMENTS

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

BID FORM

SUBCONTRACTOR LIST

In accordance with Title 29, Chapter 69, Section 6962(d)(10)b of the Delaware Code, the following subcontractor listing must accompany any bid submittal. The bidder must list in each category the full name and address (City & State) of the sub-contractor that the bidder will be using to perform the work and provide material for that subcontractor category. Should the bidder's listed subcontractor intend to provide any of their subcontractor category of work through a third-tier contractor, the bidder shall list that third-tier contractor's full name and address (City & State). If the bidder intends to perform any category of work itself, it must list its full name and address. For clarification, if the bidder intends to perform the work themselves, the bidder may not insert "not applicable", "N/A", "self" or anything other than its own full name and address (City & State). To do so shall cause the bid to be rejected. In addition, the failure to produce a completed subcontractor list with the bid submittal shall cause the bid to be rejected. If you have more than three (3) third-tier contractors to report in any subcontractor category, print out additional page(s) containing the appropriate category, complete the rest of your list of third-tier contractors for that category, notate the addition in parentheses as (CONTINUATION) next to the subcontractor category and an asterisk (*) next to any additional third-tier contractors, and submit it with your bid.

Subcontractor Category	Subcontractor	Address (City & State)	Subcontractors tax payer ID # or Delaware Business license #
1. ELECTRICAL			
A.			
B.			
C.			
2. PV INTEGRATOR			
A.			
B.			
C.			

BID FORM
NON-COLLUSION 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 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.) YES, include with bid form.

All the terms and conditions of **DE ARNG PROJECT: 2019-07** have been thoroughly examined and are understood.

NAME OF BIDDER: _____

AUTHORIZED REPRESENTATIVE (TYPED): _____

AUTHORIZED REPRESENTATIVE (SIGNATURE): _____

TITLE: _____

ADDRESS OF BIDDER: _____

_____

_____

EMAIL: _____

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.

BID FORM

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, including subcontractors, 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.

AFFIDAVIT
OF
CONTRACTOR QUALIFICATIONS

We hereby certify that we will abide by the contractor's qualifications outlined in the construction bid specifications for the duration of the contract term.

In accordance with Title 29, Chapter 69, Section 6962(d)(10)b.3 of the Delaware Code, after a contract has been awarded the successful bidder shall not substitute another subcontractor whose name was submitted on the Subcontractor Form except for the reasons in the statute and not without written consent from the awarding agency. Failure to utilize the subcontractors on the list will subject the successful bidder to penalties as outlined in the General Requirements Section 5.2 of the contract.

Contractor Name: _____

Contractor 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 _____.

<u>THIS PAGE MUST BE SIGNED AND NOTARIZED FOR YOUR BID TO BE CONSIDERED.</u>

AFFIDAVIT OF
CRAFT TRAINING COMPLIANCE

We, the contractor, hereby certify that we and all applicable subcontractors will abide by the contractor and subcontractor craft training requirements outlined below for the duration of the contract. Craft training is defined as "an apprenticeship program approved by and registered with any State apprenticeship agency or the United States Department of Labor."[1] A list of crafts for which there are approved and registered training programs is maintained by the Delaware Department of Labor and can be found at https://det.delawareworks.com/documents/Apprenticeship/Apprenticeship%20Occupations.pdf?20190215. Information pertaining to subcontractor craft training programs shall be provided by the contractor prior to contract execution.

In accordance with Title 29, Chapter 69, Section 6962(d)(13) of the Delaware Code, contractors and subcontractors must provide craft training for journeyman and apprentice levels if **all** of the following apply:

A. A project meets the prevailing wage requirement under Title 29, Chapter 69, Section 6960 of the Delaware Code.
B. The contractor employs 10 or more total employees.
C. The project is not a federal highway project

Failure to provide required craft training on the project may subject the successful contractor and/or subcontractor(s) to penalties as outlined in Title 29, Chapter 69, Section 6962(d)(13) of the Delaware Code.

Craft(s) _____

Contractor Name: _____

Contractor Address: _____

_____

_____

Contractor/Subcontractor Program Registration Number _____
On this line also indicate whether DE, Other State (identify) or US Registration Number

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

END OF BID FORM

[1] Title 29, Chapter 69, Section 6902(7) of the Delaware Code.

THIS PAGE INTENTIONALLY LEFT BLANK