

PRE-BID MEETING MINUTES**ADDENDUM NO. 1****ELECTRICAL IMPROVEMENTS AT THE DELAWARE ARMY NATIONAL GUARD
DUNCAN READINESS CENTER
41 CORPORATE CIRCLE, NEW CASTLE, DELAWARE 19720
DEARNG CONTRACT NO. 03-2014**

A Mandatory Pre-Bid Meeting for the referenced project was held in the Delaware Army National Guard Duncan Readiness Center Conference Room, 41 Corporate Circle, New Castle, Delaware 19720 on Thursday, August 21, 2014, at 10:00 a.m. Those in attendance were:

William R. Davis	DE ARNG
Wayne Comegys	Delcollo Electric, Inc.
Ryan Landis	Carr & Duff, Inc.
David Hilderbrandt	United Rentals Power & HVAC
Tina Gardner	White Marsh Environmental Services
Eugene Catipay	White Marsh Environmental Services
Mark Benson	Nickle Electrical Companies
John McKee	Superior Electric Services Co.
Matt Bailey	Power Plus Electrical Services, Inc.
Thomas W. Gargalas	Electrical Integrity, LLC
Joanna Foster	Shelly Sons Electrical
Thomas Lippa	Dvorak, LLC
Larry Carroll	Filec Services, LLC
Fred Fisher	First State Electric
Victor Rolli	Mid-Atlantic Electric Services, Inc.
Ed Rolison	EDiS
Marshall McCracken	AJM Electric, Inc.
John Rozich	Harbor Stone Construction
Tom Kirk	ATR Electric
Matt Galinskie, C.E.A.	Fayda Engineering & Energy Solutions, LLC
Edward Fayda, P.E.	Fayda Engineering & Energy Solutions, LLC

Date of Report: August 22, 2014

FE&ES Comm. No.: 13-1117

Items of Discussion:

- 1.0 These Pre-Bid Meeting Minutes, Addendum No. 1, shall be made part of the Project Manual and Drawings dated August 11, 2014 for the Electrical Improvements at the Delaware Army National Guard Duncan Readiness Center.
- 2.0 Sealed bids for DEARNG Contract No. 03-2014 – Duncan Readiness Center Electrical Upgrades, will be received by the Delaware Army National Guard at the Security Officers desk in the Main Lobby of the Armed Forces Reserve Center, 250 Airport Road, New Castle, Delaware, 19720 until **2:00 PM**



local time on September 12, 2014, at which time they will be publicly opened and read aloud in the Multi-Purpose Room. Allow ample time to enter the facility since the site is secure and each vehicle entering the facility will need to pass through security.

- 3.0 Project will include the replacement of incoming electric service, main switchgear, panelboards, feeders and associated equipment; the installation of a new 125kW natural gas fired emergency generator & transfer switch and the preparation of a Power System Study for the facility. There are six (6) 30" x 42" drawings and one project manual for this project. If you have purchased a set of documents electronically, be sure to print it out at full size or you may have a scaling problem. In the drawing titleblock, you will find a true 1" measurement. Make sure your plots are correctly sized.
- 4.0 This is a mandatory pre-bid meeting and prime bidders are limited to those in attendance.
- 5.0 For further bidding information relating to the Project Manual and Drawings, the contractors are directed to contact Edward Fayda, P.E., Project Manager at Fayda Engineering & Energy Solutions, LLC at telephone: 302-999-1060. Requests for clarification or interpretation shall be delivered electronically (by email) to efayda@faydaees.com. Ensure the project title contractor's name and RFI # are in the subject line. (Example: Duncan RC "Contractor Name"- RFI #1)
- 6.0 The wage rates for this Project are Delaware Department of Labor and Division of Industrial Affairs for **New Castle County, Building Construction Classification**. A certified copy of the prevailing wage rates for this specific project has been determined by the Department of Labor and 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.
- 7.0 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 LEAVE ANY BLANKS ON THE BID FORM. 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, license, etc. is also included.
- 8.0 The following sections of the specifications were reviewed:

<u>Section</u>	<u>Article</u>	<u>Title</u>
	---	Advertisement for Bids
00 15 40		Security Procedures
00 41 13	---	Bid Form
01 23 00	3.01	Schedule of Alternates
26 05 70	1.01	Power System Study
26 32 13	1.3	Emergency/Standby Generator
	1.5	Acceptable Manufacturers
	1.12	Warranty

26 36 00 2.01 Power Transfer Switch

- 9.0 Contractor must be a registered plan holder in order to submit a bid. Bid Form shall be submitted in triplicate.
- 10.0 Contractor must specify a concrete sub-contractor. Electrical Contractors will not be permitted to complete their own structural concrete (generator pad and sidewalk) work.
- 11.0 Engineer clarified that a two (2) year warranty is required on work and materials beginning on the date of substantial completion. However, the generator and transfer switch is required to have a five (5) year warranty.
- 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. A site walkthrough was conducted immediately following the meeting today. Contact Bill Davis at 302-326-7131 or CPT Bledsoe at 302-326-7134 to schedule any additional site visits.
 - C. Working hours are 7:00 a.m. to 4:00 p.m. Monday through Friday except for the following Mondays when the facility is closed and the contractor will not be able to work in the building. For the next 6 months, the dates are: Oct 10, 13, 27; Nov 10, 11, 27, 28; Dec 8, 25, 26; Jan 1, 5, 16, 19; Feb 2, 13, 16; Mar 2, 16. Additional hours must be arranged with the Owner in advance. All shutdowns shall be conducted on weekdays and at the convenience of the owner. Shutdowns must be scheduled and approved by the owner a minimum of two weeks in advance.
 - D. 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.
 - E. Requests for substitutions must be submitted to the Engineers office by **September 2, 2014 at 5:00 p.m.** Such requests shall include a complete description of the proposed substitutes, along with sufficient documentation and information necessary for a complete evaluation. **Note this is a change from what was discussed at the Pre Bid Meeting.**
 - F. 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 **September 8, 2014 at 5:00 p.m.. Note this is a change from what was discussed at the Pre Bid Meeting.**

- G. Generator & Transfer Switch manufacturers who wish to be considered for approval (including pre-approved manufacturers) shall submit the package they would like to be considered for approval within the 10 day prior requirement. This is to ensure that the bidding contractors are pricing an equivalent product to that specified. Being listed as a pre-approved equal does not automatically permit them to be used by a bidding contractor. All approved packages will be released to bidding contractors by addendum.
- H. The successful contractor, their employees and subcontractors who will be working on site shall complete and submit to the DE ARNG Contracting Officer, a request for criminal history record information. DE ARNG has the right to refuse access to the facility based on the results of the background checks. Refer specifically to Specification Section 00 15 40 for additional information.

14.0 A site review of the project site was performed.

15.0 Successful Contractor shall designate one job foreman who will remain as the main point of contact throughout the duration of the project.

16.0 Contractor shall sign in and out at the Building during the term of this contract. Only contractors on this log will be permitted on site.

17.0 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.

18.0 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.

19.0 Changes to Specifications

19.1 Section 00 41 13 Bid Form: **Replace** the current bid form with the revised bid form which includes a revised Non-Collusion Page 4.

19.2 Section 00 81 13 General Requirements
A. **Add** the following new Articles 13.7 & 13.8

13.7 REPORTING

13.7.1 Contractor who is awarded the contract must report contract amounts awarded to all listed subcontractors. Information to report is included in the chart below. If subcontractor is considered a minority, women or veteran owned business, please identify if they are registered with the State of Delaware, Office of Supplier Diversity.

SUBCONTRACTOR CATEGORY	SUBCONTRACTOR NAME	SUBCONTRACTOR CONTRACT AMOUNT	IS SUBCONTRACTOR MINORITY, WOMEN OR VETERAN OWNED?

13.8 BUY AMERICAN ACT

13.8.1 This contract requires compliance with the Buy American Act (41 U.S.C. 10.) The Buy American Act gives preference to domestic end products and domestic construction material. To verify compliance with this Section, Contractor is required to provide proof, acceptable to the Owner, that all major equipment and material installed on the project was manufactured in the United States.

19.3 Section 26 32 13 Emergency/Standby Generator

A. Article 2.6.A – Accessories: **Delete** Article in its entirety and **replace** with the following:

2.6.A Provide 3P-225A Generator Output breaker in Nema 1 Enclosure. Circuit Breaker shall be Electronic Trip, Fully adjustable with L,S & I settings. Actual breaker Frame size and settings to be determined by the Power System Study. Circuit Breaker handle shall be padlockable in the Off position.

3.08 **Delete** paragraph in its entirety. There will be no service contract for this generator.

20.0 Changes to Drawings

20.1 Drawing E-3

A. Single Line Diagram- New Work Alternate #2:

1. Change 3P-400A Generator Output Circuit Breaker from 3P-400A to 3P-225A. Refer to Addendum Article 19.3.

2. Delete 3P-400A Emergency Service Disconnect at Transfer Switch. Locate Emergency Stop Pushbutton Station specified in Section 26 32 13 -2.6.C.8 adjacent to the Emergency Source at the Transfer Switch. Provide ¾" interconnecting conduit and wiring per manufacturer's instructions.
3. Change Type 2 Feeder from Generator output circuit breaker to Emergency lugs of Transfer Switch to Type 13.

B. Feeder Schedule:

1. Add new Type 13 Feeder. Feeder shall be 4-#4/0 & 1-#2 GND-4"C.

21.0 Questions/Clarifications

Q1: Section 26 32 13, page 16, 2.6 Accessories indicate a 3 pole, 200amp circuit breaker. Drawing E-3 indicates a 3 pole, 400amp circuit breaker. Please provide correct amperage of circuit breaker on generator.

A1: Refer to Article 20 of these minutes.



Edward Fayda, P.E.

EF/ef
13-1117 Pre-Bid Meeting Minutes & Addendum No 1

Attachments: Pre Bid Meeting Sign-In Sheet

cc: All in Attendance
CPT. Bledsoe
CPT. Reigner
CPT. Gravino
Construction Software Tech. iSqFt
Associated Builders & Contractors, Inc.
Delaware Contractors Association
Reed Construction Data
P File

**ELECTRICAL IMPROVEMENTS
DELAWARE ARMY NATIONAL GUARD
DUNCAN READINESS CENTER
41 CORPORATE CIRCLE, NEW CASTLE, DE
DE ARNG PROJECT #: 03-2014**

BID FORM

For Bids Due: 2:00 p.m.; September 12, 2014

To: Mr. William R. Davis
AFRC-DEARNG-FMO
250 Airport Road
New Castle, DE 19720

Name of Bidder: _____

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

(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 new Secondary Feeders, Switchboards, Motor Controls and Distribution Equipment Modifications in Boiler Room.

Amount: _____ (\$ _____)

ALTERNATES

Alternate prices conform to applicable project specification section. Refer to specifications for a complete description of the following Alternates. An "ADD" or "DEDUCT" amount is indicated by the crossed out part that does not apply.

Alternate No. 1: Provide branch circuit panel and feeder replacement throughout the 1st and 2nd floors of the Armory Building.

Add: _____ (\$ _____)

Alternate No. 2: Provide 125kW natural gas fired generator and associated appurtenances.

Add: _____ (\$ _____)

ALLOWANCE ACKNOWLEDGEMENT

We have included an allowance amount equal to \$10,000.00 for utility company costs in our bid. In the event that the actual amount is less, or exceeds the amount charged by the utility, a credit or add will be taken for the difference. All markups are excluded from the Allowance.

Acknowledged by: _____

UNIT PRICES: There Are No Unit Prices.

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DE ARNG PROJECT #: 03-2014**

BID FORM

I/We acknowledge Addenda numbered 1, _____ and the price(s) submitted includes any cost/schedule impact they may have.

This bid shall remain valid and cannot be withdrawn for 30 days from the date of opening of bids, 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 Base Bid work within 180 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
Bid Security
(Others as Required by Project Manuals)

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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.**

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City & State)</u>	<u>Subcontractors tax payer ID # or Delaware Business license #</u>
1. <u>Electrical</u>	_____	_____ _____	_____ _____
2. <u>Excavation</u>	_____	_____ _____	_____ _____
3. <u>Concrete</u>	_____	_____ _____	_____ _____
4. <u>Mechanical</u>	_____	_____ _____	_____ _____
5. _____	_____	_____ _____	_____ _____
6. _____	_____	_____ _____	_____ _____

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BID FORM

NON-COLLUSION and EPLS 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 Office of Management and Budget, Division of Facilities Management.

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 CONTRACT NO. 03-2014 have been thoroughly examined and are understood.

NAME OF BIDDER:

**AUTHORIZED REPRESENTATIVE
(TYPED):**

**AUTHORIZED REPRESENTATIVE
(SIGNATURE):**

TITLE:

ADDRESS OF BIDDER:

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.

PLEASE FILL OUT COMPLETELY AND LEGIBLY.

August 21, 2014

PROJECT NAME: Electrical Improvements at the DEARNG Duncan Readiness Center FE&ES/Comm No.: 13-1117

41 Corporate Circle, New Castle, DE 19720 DEARNG Project No.: 03-2014

PRE-BID MEETING: Thursday, August 21, 2014 @ 10:00 a.m.

BIDS DUE: Friday, September 12, 2014 @ 2:00 p.m.

Company Name	Representative	Address	Phone & Fax	Email
Fayda Engineering & Energy Solutions, LLC	Edward Fayda, P.E.	801 W. Newport Pike Wilmington, DE 19804	P: 302-999-1060 F: 302-999-1053	efayda@faydaees.com
Fayda Engineering & Energy Solutions, LLC	Matthew Galinskie, CEA	801 W. Newport Pike Wilmington, DE 19804	P: 302-999-1060 F: 302-999-1053	mgalinskie@faydaees.com
DELGOLLO ELECT	WANNIE COMEGBYS	226 BROOKSIDE DR WILM DE 19804	302-994-3400 302-995-1023	WANNIE O DELOLOO CEM.
Car & Depp, Inc.	Ryan Landis PM	2001 Byberry Road Huntington Valley, PA	215 672 4200 215 441 8053	Rlandis@cardepp.com
United Rentals Power & HVAC	David Hilderbrandt	214 Harmony Road Mickleton NJ 08056	856 423 7820 856 423 7825	dhilderb@ur.com

COMPANY	REPRESENTATIVE	ADDRESS	PHONE/FAX	EMAIL
Whit Marsh Environmental Systems	Tony Gaudin	1100 S. Little Creek Dover DE 19901	134.7500	tgardner@triadweb.com
WHITE MARSH ENVIRONMENTAL SERVICES	EUGENE CATIPAY	1100 S. LITTLE CREEK RD., DOVER DE 19904	747-1303	ecatipay@triadweb.com
Nickle Electrical	Mark Busson	14 Mill Park Court Newark, DE 19713	302-453-4000	mbusson@nickle-electrical.com
SUPERIOR ELECTRIC SERVICES LLC	JOHN MCKEE	36 GERMAN DR WILMINGTON, DE	302-658-5999	JOHN@SUPERIORELECTRIC.BI
Power Plus Electrical Contracting Inc	Matt Bailey	10 Janis Drive Dover DE 19901	302 736-5070 302 736-5120	Matthb337@gmail.com
Electrical Integrity LLC	Thomas W. Gargalas	P.O. Box 1061 Middletown, DE 19709	(302) 348-3430 (302) 678-4876	TWGargalas@electricalintegrity.com
Shew/Sons ELECTRICAL	Jo Foster	100 NEE DRIVE NEWARK, DE 19702	302.444.4595 444.4661	JoFoster@shellysons.com
Dvorak, LLC	Thomas Lipka	9004 F Willow Brook Rd Baltimore, MD 21237	410-686-8727 IP 410-686-8729 F	Thippa@dvorakllc.com
Filec Serv	Larry Canoll		302 328-7188 328-7187	Borden Filec.com
FIRST STATE ELECTRIC	Fred Fish	25 King Ct New Castle, DE 19720	302 322-0140 302 322-1146	Fred@firststateelectric.com

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