

MEMORANDUM

TO: Attendees

FROM: Joseph Jakubowski, P.E., LEED AP *JJ ✓*

DATE: August 14, 2016

RE: Project No. 10530.GB
Pre-Bid Meeting Minutes/Addendum No. 1
Storage Lot Improvements
Duncan Readiness Center
New Castle, Delaware

Time: 1:00 pm

Location: Duncan Readiness Center

Subject: Mandatory Pre-Bid Meeting

Date of Meeting: August 8, 2016

Attendees: CPT Eugene W. Bledsoe – DEARNG
MAJ Marc A. Orndorff - DEARNG
Joseph Jakubowski, P.E., LEED AP – Duffield Associates, Inc.
Bidders – see list attached

This Addendum No. 1 becomes part of the Contract Documents. Please acknowledge receipt of this Addendum by electronic mail and in the space provided on Page 3 of the Bid Form.

A mandatory Pre-Bid Meeting was held on August 8, 2016, for the proposed Storage Lot Improvements and the Delaware Army National Guard (DEARNG) Duncan Readiness Center. The following items were discussed and should be considered in the preparation of bids for the project.

1. The bid form and bid procedures were reviewed. The bid forms shall be submitted in their entirety as the bid submission. Performance and payment bonds are required.
2. Affidavit of Employee Drug Testing Program must be completed for prime contractors and all subcontractors.
3. The number of days for substantial completion of the project should be noted as 120 days on Page 3 of the Bid Form. Notice to proceed is expected by September 9, 2016.

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4. All blanks on the Subcontractor List (page 4 of the Bid Form) shall be filled in, with the contractor identifying themselves as the subcontractor if they are performing the work themselves.
5. All contractors and subcontractors must have a current Delaware Business License to work on this project. The prime contractor is required to provide their Delaware Business License with their bid. Subcontractors are required to submit their business licenses within 30 days after award.
6. Tobacco use (e.g., cigarettes, cigars, smokeless tobacco, electronic cigarettes) is strictly prohibited at the facility. Photographs may be taken during construction, but DEARNG staff or equipment should not be included in pictures.
7. The project is subject to Prevailing Wages for Highway Construction in New Castle County, Delaware, effective March 15, 2016. The current Prevailing Wage rates, certified on June 9, 2016, are provided in the project manual.
8. If the Bidder requires access to the site in order to further review the site conditions, the site will be available during the following time period:
 - Tuesday, August 16, 2016 at 9:00 am to 11:00 pm.
9. The working hours will be weekdays from 7:00 am until 4:30 pm. Work cannot be scheduled on DEARNG days off, holidays, Saturdays, and Sundays. A copy of the DEARNG schedule is included as an enclosure.
10. DEARNG reserves the right to conduct background checks on all Contractors and Subcontractors.
11. Drawings and specifications are available by contacting Duffield Associates by electronic mail prior to obtaining drawings for \$100.00 per set.
12. The contractor is responsible for all permits and permit fees. Approval for the project has already been obtained from the State Fire Marshal, NCCo, DFM Architectural Accessibility Board (AAB), and DNREC.
13. As noted on Page TS-1 of the Technical Specifications, the Contractor shall furnish sanitary facilities. Access to DEARNG sanitary facilities will not be provided by the Owner.
14. As stated on Page GR-9 of the General Requirements, there will be a five percent (5%) retainage on all Contractors' monthly invoices until final acceptance of the project.
15. There is no requirement for Minority Business Enterprises (MBE), Disadvantaged Business Enterprises (DBE), and Women-Owned Business Enterprises (WBE).
16. Construction review, materials testing, and Certified Construction Review (CCR) will be provided by Duffield Associates on a part-time, "as-needed" basis.

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17. The overall project scope was discussed with a general description of the project Base Bid, Alternates and unit costs. Attendees were invited to walk the site to review conditions following the meeting. In general, the project consists of improvements to the following locations:
- Base Bid: Milling and overlay of existing pavement; installation of light pole bases and conduit; construction of dumpster pad; 817 sf of new bituminous concrete;
 - Alternate No. 1 (In addition to Base Bid): Furnish and install two light poles and lamps; wiring to mechanical room through new and existing conduit.
 - Alternate No. 2 (In addition to Base Bid): Construction of portland cement concrete parking pad.
 - Alternate No. 3 (In addition to Base Bid): Install portland cement concrete curb.
 - Alternate No. 4 (In addition to Base Bid): Demolish existing sidewalk and install handicapped ramp; extend existing water and electric utilities through ramp so they are accessible.
 - Alternate No. 5 (In lieu of Base Bid): Structural overlay (see below)
18. Excavated or demolished materials not reused during pavement construction shall be removed from the campus. Materials can be stockpiled temporarily but materials cannot be disposed of at the site.
19. The following modifications/clarifications, to the bid documents, shall be considered in preparation of a bid:
- The bid submission shall consist of one original (signed and notarized) and one photocopy of the Bid Form (6 pages).
 - A revised bid form will be provided in Addendum No. 2 The following items will be updated in the revised bid form:
 - Bid date revised to August 30, 2016 at 11:00 am.
 - Addition of substantial completion of 120 calendar days
 - Addition of Alternate No. 5 and revision of Subcontractor List.
 - A revised set of signed and sealed construction plans will be provided during the week of August 22, 2016 to bidders who have purchased bid documents.
 - For Alternate No. 1, the new conduit shall be installed from the location of the proposed light pole bases indicated on the drawings to the location of the conduit entering the building at the inactive damaged light pole base. Light poles are to be wired to the mechanical room utilizing these conduits.

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- For Alternate No. 4, the existing water and electric utilities shall be extended through the handicapped ramp so they are accessible.
- Following discussions with DEARNG, Alternate No. 5 has been added to the project. A technical specification is included with this Addendum. Alternate No. 5 may be selected in lieu of the Base Bid and includes the following:
 - Bituminous concrete pavement patching of existing pavement surface consisting of 4 inches of DelDOT Superpave, Type B Warm mix (200 s.y.)
 - Milling for tie-ins and butt joints (as necessary)
 - Placement of leveling course (as necessary)
 - Application of overlay fabric binder coat and geosynthetic overlay fabric (23,200 s.f. ±)
 - Crack sealing of joints

All questions should be directed via facsimile or electronic mail to Joseph Jakubowski, P.E., LEED AP (jjakubowski@duffnet.com) at Duffield Associates (Fax No. 302.239.8485). The last date for submission of questions is Monday, August 22, 2016, at 5:00 p.m. The last addendum will be issued by 5:00 p.m. on Wednesday, August 24, 2016.

Bids are due on Tuesday, August 30, 2016 at 11:00 am. Sealed bids shall be addressed to:

- Joseph R. Biden III NG/RC; 250 Airport Road; New Castle, DE 19720-1502

The outer envelope should clearly indicate:

- DEARNG Contract No. 07-2016– Delaware Army National Guard (DEARNG) DUNCAN READINESS CENTER MOV Replacement project – DO NOT OPEN.

A public bid opening will follow.

It is Duffield Associates' opinion that these minutes accurately reflect the discussions of the above-referenced meeting. By copy of these minutes, attendees are requested to carefully review this information and, if appropriate, provide comments, additions, and revisions to Duffield Associates as soon as possible. Should comments be received, Duffield Associates will modify these minutes, as appropriate. If comments are not received within five (5) calendar days following the issuance of these minutes, they will be assumed to accurately represent discussions at the meeting.

JJ/
10530GB.0816-PREMTG_ADD1.MEM

Enclosures: Pre-Bid Meeting Attendance List (2 pages)
DEARNG 2016 and 2017 Schedule (4 pages)
Technical Specification for Structural Overlay (3 pages)



DEARNG Contract No. 07-2016
Duncan Readiness Center Storage Lot Improvements
Pre-Bid Meeting Attendance List - Monday, August 8, 2016, at 1:00 PM

No.	Company Name	Company Address	Phone No.	Contact Person	Email Address
1	FIRST STATE ELECT	25 KING CT 19720	322-0146	Jim Origa	jimo@firststateelectric.com
2	DEL-COLLO ELECT	226 BROADSIDE DR WILM DE 19804	994-3400	VINAYNE CO MEYS	VINAYNE@DEL-COLLO.COM
3	Keest Const	2 Big Oak Rd Smyma DE 19917	653-6469 (308)	Larry Scuse	Larry@KeestConstruction.com
4	Electrical Integrity LLC	P.O. Box 1061 Middletown, DE 19709	388-3430	Tom Gargalas	TWGargalas@electricalintegrity.com
5	Superior Electric	36 Germany Drive Wilmington, DE 19801	302-658-5949	Jason Brown	Jason@SuperiorElectric.biz
6	Gessler Construction	565 E. St. Andrews Media, Pa. 19063	610-497-2480	Bob Leboffe	Gessler Construction @ Comcast.net
7	Eastern States Const.	702 First State Blvd Wilmington DE 19804	302-995-2259	Terry Gleason	tggleason@eastern-states.com
8	G.F.S.	70 ALBIE PK NEWARK, DE 19713	302-757-2443	MATT JARA	MARK@GESSONCON.COM
9	A-DEZ CONSTRUCTION	10 ADEZ DRIVE NEWARK 19702	302-453-8286	Rob Kamske II	RKAMSKE@A-DEZ.COM cc ESTIMATES@A-DEZ.COM
10	DEARNG	250 Airport Rd, New Castle, DE 19720	302-326-7132	Marc Orndorff	marc.a.orndorff.mil@mail.mil



DEARNG Contract No. 07-2016
Duncan Readiness Center Storage Lot Improvements
Pre-Bid Meeting Attendance List - Monday, August 8, 2016, at 1:00 PM

No.	Company Name	Company Address	Phone No.	Contact Person	Email Address
11	DUFFIELD ASSOCIATES	5400 LIMESTONE RD WILMINGTON DE 19308	239 6634	JOSH JACOBSON CPT EUGENE BRIDGE	jacobson@duffield.com
12	DEARNG				
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February 2016						
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5/4/9 Schedule
Scheduled FTS Days Off
Federal Holidays

JANUARY
1 New Year's Day
18 Martin Luther King's Birthday
 8-hour days: 1, 14, 29

FEBRUARY
15 Washington's Birthday
 8-hour days: 11, 26

MARCH
 8-hour days: 11, 24

APRIL
 8-hour days: 8, 22

MAY
30 Memorial Day
 8-hour days: 6, 20

JUNE
 8-hour days: 3, 17, 30

JULY
4 Independence Day
 8-hour days: 15, 29

AUGUST
 8-hour days: 12, 26

SEPTEMBER
5 Labor Day
 8-hour days: 9, 23

OCTOBER
10 Columbus Day
 8-hour days: 6, 21

NOVEMBER
11 Veterans Day
24 Thanksgiving Day
 8-hour days: 4, 18

DECEMBER
26 Christmas Holiday
 8-hour days: 2, 16, 29

July 2016						
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5-8/4-10 Schedule	
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JANUARY
 1 New Year's Day (8)
 18 Martin Luther King's Birthday (8)

February 2016						
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FEBRUARY
 15 Washington's Birthday (8)

August 2016						
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 30 Memorial Day (8)

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JULY

4 Independence Day (8)

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5 Labor Day (8)

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10 Columbus Day (8)

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NOVEMBER

11 Veterans Day (10)
 24 Thanksgiving Day (10)

November 2016						
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DECEMBER

26 Christmas Holiday (10)

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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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5-8/4-10 Work Schedule						
Scheduled FTS Flex Days						
Federal Holidays						
8 hours						
10 hours						

JANUARY
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 16 Martin Luther King's Birthday (8)

FEBRUARY
 20 Washington's Birthday (8)

MARCH

APRIL

MAY
 29 Memorial Day (8)

JUNE

JULY
 4 Independence Day (10)

AUGUST

SEPTEMBER
 4 Labor Day (8)

OCTOBER
 9 Columbus Day (8)

NOVEMBER
 10 Veterans Day Observed (10)
 23 Thanksgiving Day (10)

DECEMBER
 25 Christmas Day (10)

July 2017						
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October 2017						
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BITUMINOUS CONCRETE STRUCTURAL OVERLAY (WITH GEOSYNTHETIC OVERLAY FABRIC)

1.0 DESCRIPTION

This work shall consist of surface preparation, placement and compaction of a bituminous concrete leveling course in areas as needed, asphalt cement binder (AC-20), geosynthetic pavement fabric and minimum 2-inch compacted surface course overlay within the pavement limits indicated on the Contract Drawings. Adjustments to the top of manholes, catch basins and cleanouts are included in this item, as well as the spraying of herbicide in cracks prior to the structural overlay, and replacement of pavement markings to match existing.

2.0 MATERIALS

The Contractor shall furnish all materials required for this item including, but not limited to, the following.

- 2.1 Leveling Course: Type C, Hot Mixed, Hot Laid Bituminous Concrete.
- 2.2 Tack Coat: CSS-1-h asphalt
- 2.3 Overlay Fabric Binder Coat: Asphalt Cement, AC-20
- 2.4 Geosynthetic Overlay Fabric: Petromat 4598, as manufactured by Propex Fabrics, Inc., or approved equivalent.
- 2.6 Surface Course: Type C, Hot Mixed, Hot Laid Bituminous Concrete.
- 2.6 Joint Sealant: Hot poured joint sealant conforming to the requirements of Section 807 of the DelDOT Standard Specifications and ASTM D 6690-07 Standard Specification for Joint and Crack Sealants, Hot Applied, for Concrete and Asphalt Pavements
- 2.7 Slurry Seal: Crack sealer modified with equal parts of joint sealant and masons sand (DelDOT Standard Specification Section 804).

3.0 CONSTRUCTION METHODS

- 3.1 The Contractor shall provide all tools, equipment, materials, labor and work for the placement and compaction of a pavement overlay in the existing parking lot areas as indicated by the Contract Documents. All work under this item shall be performed in a safe and workmanlike manner.
- 3.2 The limits of pavement overlaying will be marked on the existing pavement by the Engineer at the start of the project. Prior to placement of the overlay, the contractor shall discuss the limits of additional disturbance that may be required to achieve the proposed construction with the Owner's site representative. Damage to any areas that were not agreed to in advance with the Owner's site representative shall be repaired by the Contractor at no additional expense to the Owner.
- 3.3 Prior to the placement of the overlay, tapermilled butt joints shall be constructed at each termination location for the overlay along the existing pavement. In addition, the edges of the pavement along all existing curbs and sidewalks should also be tapermilled. The tapermilled edges and butt joints should be at least 2 feet wide and 2 inches deep along the curbs and at least 6 feet wide and 2 inches deep at the edge of the pavement overlay. **The edge of the existing pavement shall have a clean, straight and true edge, and should be sawcut, if necessary.**

- 3.4 As directed by the Engineer, all catch basins, manholes and cleanouts within the overlay areas shall be vertically adjusted flush with the new overlay to promote positive pavement drainage.
- 3.5 Excess materials from the tapermilling shall be removed from the pavement area and may be temporarily laid on the adjacent pavement. However, overnight stockpiling of such materials will not be permitted. Materials which are excavated and laid on the adjacent pavement shall be removed and hauled off-site by the end of each work day. Subsequently, the affected pavement areas shall be swept clean at the end of each work day. All excess stockpiled materials shall become the property of the Contractor and be removed from the site at the completion of the project at no additional expense to the Owner.
- 3.6 Following tapermilling of the existing pavement section, all loose materials shall be removed and the existing surface shall be swept or blown clean of dust. **Where vegetation is present in cracks in the pavement, spray with an approved chemical herbicide (e.g., Roundup).** Subsequently, all cracks in excess of 1/2 inch shall be thoroughly cleaned to a depth of at least one inch and sealed with a hot poured crack sealer or slurry seal in accordance with the manufacturer's printed label instructions.
- 3.7 Following preparation of the existing pavement's surface, a tack coat shall be placed only over the proposed areas to receive a leveling course at a minimum rate of 0.05 gallons per square yard. The tack coat shall be placed the same day as the leveling course.
- 3.8 Following placement of the tack, a leveling course shall be placed in any depressed areas as required to reduce undulations in the pavement surface and to promote surface drainage. Following placement, the leveling course shall be compacted in accordance with DelDOT's Standard Specification requirements for binder course.
- 3.9 After the completion of the leveling course, a hot applied asphalt cement binder (AC-20) coat shall then be applied at a minimum rate of 0.25 gallons per square yard and in accordance with the overlay fabric manufacturer's recommendations. The binder coat shall also be hand applied with a brush to the butt joint edges and to abutting curbs. The overlay fabric should then be applied and brushed smooth in accordance with the manufacturer's recommendations. Side laps shall be at least 8 inches wide and end laps shall be at least 18 inches long. The placement of asphalt cement overlay fabric and bituminous concrete overlay shall be placed within two hours or as recommended by the fabric supplier.

The geotextile fabric shall be placed by a Contractor experienced in the installation of geotextile overlay systems and in conformance with the recommendations of the geotextile material's supplier except as modified by these plans and specifications. The proposed geotextile overlay system shall be submitted by the contractor, along with a summary of previous experience with similar geotextile overlay systems, for review by the Owner within 30 days of award.

- 3.10 The compacted bituminous concrete overlay shall consist of a surface course at least 2 inches thick. The completed overlay surface shall be graded to match the surrounding grades and shaped to provide for positive surface drainage away from the existing structures. The contractor shall be responsible to establish final site grading that provides positive site drainage at all areas on the finished pavement surface. Additional thickness of overlay may be required to provide positive slope to promote drainage. The thickness of the surface overlay lifts shall be limited to 3 inches. Where greater thickness

is required to establish positive drainage, multiple lifts shall be placed. Following its placement, the surface course shall be compacted in accordance with DeIDOT's Standard Specification requirements for surface course.

- 3.11 Following completion of construction, the Contractor shall grade all islands and landscaped areas with acceptable topsoil, filling all settled and/ or eroded areas, so that all surfaces shall be properly drained with no ponding in landscaped areas. The surface shall be fine graded and raked free of roots, cobbles and soil lumps which shall be removed from the site. Subsequently, the Contractor shall restore the landscaped area by providing topsoil, grass or mulch. Seeding of grassed areas shall be performed in accordance with the current Delaware Erosion and Sedimentation Control Handbook and DeIDOT Standard Specifications Section 734.