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18 THE GREEN
DOVER, DELAWARE 19901
TOLL FREE: (888) 363-8808

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Parking Lot Paving Improvements at Lavery Lane

Pre-Bid Meeting

Date: August 17, 2017
Time: 10:00 A.M.
Location: Lavery Lane Community Building

Attendees: Steve Gherke, DSHA Ted Robbins, DSHA
 Beverly Young, DSHA Roger Gross, Merestone Consultants
 Gail Brown, DSHA

PB 1 Steve Gherke went over the following items:

- a. Funding source: This project is funded by the U.S. Department of Housing & Urban Development (HUD) through the Capital Fund Program.
- b. Bid documents were available on CD to attendees for this project.
- c. Bid opening date/time/location: August 31, 2017, 2:00 P.M., 18 The Green, Dover, DE, 19901
- d. Contract period: 60 days from Notice to Proceed.
- e. Davis Bacon wage rates:
 1. Davis Bacon wage rates apply.
 2. DSHA will interview employees on site.
 3. Certified weekly payrolls will be required with any draw application.
 4. DSHA will provide assistance with forms as needed.
- f. Work hours will be Monday through Friday, 8:00 a.m. – 4:30 p.m. unless agreed otherwise with site management.
- g. Units are occupied. A 48-hour notice to tenants is required. Contractor shall coordinate with site management.
- h. Job duration: 60 days from NTP. Liquidated damages of \$ 100 per day beyond duration.
- i. Bid forms that are required are listed in the bidding documents. AIA forms will not be used for this project. HUD forms will be used.
- j. DSHA Section 3 requirements were explained and forms for bidding are included in the bid documents.

- k. Bond & licensure requirements
 - 1. For the bid, a ten percent (10%) bid bond or certified check made out to DSHA is required.
 - 2. For the bidder awarded the contract, a one hundred (100%) performance and payment bond is required.
 - 3. Bonds are to be issued by a surety licensed in Delaware and appearing on the list of U.S. Treasury Department's list of acceptable sureties.
 - 4. See bid documents for licensure requirements.
- l. Insurance requirements as required throughout the contract are provided in the bid documents:
 - 1. Comprehensive General Liability: \$ 1 Million - Bodily Injury, \$ 1 Million - Property Damage
 - 2. Automobile Public Liability and Property Damage: \$ 1 Million
 - 3. Subcontractors Public Liability and Property Damage Insurance and Vehicle Liability Insurance with coverage by themselves or through General Contractor's Umbrella coverage.
 - 4. Sub-contractors must have worker's compensation with minimum amounts as noted in bid documents. DSHA will verify.
- m. Job completion should be within 60 days from NTP. Liquidated damages of \$100 per day will apply thereafter.
- n. AIA forms will not be applicable for this project. See bid documents for HUD forms.
- o. Draws should be submitted monthly. A ten percent (10%) retainage for each draw will be held for the duration of the project.
- p. If a revisit to the property is necessary (prior to bidding), please contact the Site Manager, Beverly Young, at 302-337-3266.

PB2 RFI's (Requests for Information and/or Interpretation) are due to the architect in writing by 12:00 P.M. (Noon) on Wednesday, August 23, 2017. Any addendum items must be communicated to all bidders by 8:00 A.M. on Thursday, August 24, 2017 without an adjustment to the bid opening date.

PB3 Bids are due by 2:00 P.M. on Thursday, August 31 at the Delaware State Housing Authority office, located at: 18 The Green, Dover, DE 19901.

PB4 Work Scope Discussion:

- a. Project generally consists of resurfacing paved areas; a mill and overlay of streets, parking and driveway areas.
- b. Minor curb repair.
- c. Minor concrete work; includes a new dumpster pad.
- d. Materials and workmanship shall be per current State of Delaware Standard Specifications.

- PB5 Mobilization Discussion
- a. 48 hour minimum or more notification to begin work.
 - b. Continuous vehicular and pedestrian site access to be maintained during construction (project phasing).
 - b. Accommodations for temporary vehicle parking during construction.

- PB6 General Construction Sequence Discussion
- a. Milling operations
 - b. Concrete work
 - c. Full-depth pavement work and resurfacing
 - d. Striping/signage
 - e. Landscape/restoration

PB7 Attached is the sign-in sheet from the pre-bid meeting.

Attachments:

Sign-in sheet (2 pages)

END OF PRE-BID NOTES

**PARKING LOT PAVING IMPROVEMENTS AT LAVERTY LANE
PRE-BID MEETING**

Thursday, August 17, 2017 10:00 a.m.
Sign-In Sheet

**DSHA WILL NOT BE RESPONSIBLE FOR ISSUING ADDENDA IF COMPLETE
INFORMATION IS NOT PROVIDED BELOW**

Please PRINT
Use 2 lines if necessary

Check #	CD#	Name & Organization	Address	Phone/Fax #	E-Mail
#X6694		Danny Hanna			
		A-DEL Construction	10 Adel drive newark DE 19702	302-453-8228	Dhanna@adel.com
		Tab Book	2180 Bryn Zyca Rd		
		Ralph Cahall & Son Inc	Smyming DE 19977	302-653-4642	Tab@TCSpaving.com
		Mac Nossick	P.O. Box 366	(302) 629-7895	macnospaving@gmail.com
		Del-Mar-Va Paving, LLC	Seaford, DE 19973		
		JERRY'S INC	17776 OAK HILL DRIVE MILFORD DE	(302) 422-7676	eparts@jerryspaving.com
		Nicki Frischkorn	498 Sudlersville Rd		
		Gateway Construction	Clayton, DE 19938	302-653-4400	gwca2001@gmail.com
		Craig Jones	16 The Green Dover, DE 19901	302 739 4963	craig@dstatelhousing.com
		DSHA			
		Barrett's Paving	1 Barrett's Lane	302-337-3246	barrett@dstatehousing.com
		ASSIST	Randgenie, Dela		

**PARKING LOT PAVING IMPROVEMENTS AT LAVERTY LANE
PRE-BID MEETING**

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Check # CD# Name & Organization Address Phone/Fax # E-Mail

Red Rebecca *1400 W. 1st St* *303-337-3814* *Red@astorhousing.com*
ASTX11 *Youngsville, VA*

Jim DePru *150 Lafayette Lane* *302-342-3157* *JDEPRU@Geolyd.com*
Geolyd, Inc *Dover, DE 19901* *302-420-4964* *all*

Roger Gross *3316 Crossing Ave* *302-260-5880* *roger.gross@merstoneconsultants.com*
Merstone Consultants *Unit 1, Level D* *DE 19818*
