



**DELAWARE STATE UNIVERSITY**

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OFFICE OF FACILITIES MANAGEMENT

1200 N. DuPont Highway  
Dover, Delaware 19901-2277

## **Addendum No. 2**

Date: January 15, 2015

Project: DSU Living and Learning Commons Laundry Room Renovation

Project number: FD-14-037.04



# DELAWARE STATE UNIVERSITY

## OFFICE OF FACILITIES MANAGEMENT

1200 N. DuPont Highway  
Dover, Delaware 19901-2277

**DSU Living & Learning Commons  
Laundry Room Renovation  
Contract: FD-14-37-04-LLCLRR  
Mandatory Pre-bid Meeting  
January 15, 2015, 10am**

## **MEETING MINUTES**

Meeting Location: Delaware State University  
Living & Learning Commons  
Dover, Delaware

Meeting Attendees:  
(Refer to attached Sign-In Sheet)

1. **Attendee Sign-In:**
  - a. Sign-in sheet was circulated. All attendees are signed in. Sign-in sheet will be distributed as part of Addendum #2.
2. **Responsible Parties:**
  - a. DSU: Jessica Wilson, Bidding Point of Contact
  - b. DSU: J.D. Bartlett, Director of Planning and Construction
  - c. DSU: Khalid Zerrad, Construction Project Manager
  - d. Becker Morgan: Bryan Hutchison, Architect
3. **Explanation of the project:**
  - a. As outlined in the Bid Advertisement. All documents can be obtained through the state bidding system at [http://bids.delaware.gov/bids\\_detail.asp?i=2809&DOT=N](http://bids.delaware.gov/bids_detail.asp?i=2809&DOT=N). Please contact Jessica Wilson at [jwilson@desu.edu](mailto:jwilson@desu.edu) with any questions or concerns with obtaining bid documents.
  - b. Construction Schedule
    1. Earliest Start of Construction Date – May 13, 2015.
    2. Substantial Completion Date – July 31, 2015.
4. **Project Requirements:**
  - a. This project shall comply with all applicable State bid laws including, but is not limited to requirements for Bid Bonds, Payment Bonds, and Performance Bonds.
  - b. The State of Delaware Prevailing Wage Regulations apply to this project. Refer to the project manual for further information.
5. **Bid Form Review:**
  - a. The Bid Form was briefly outlined. It is essential that bid be submitted in its entirety including required forms & attachments, as indicated in the specifications. Submitted bid shall be lump sum. Submitted bid shall include pricing for each alternate.
  - b. Subcontractors List section of the bid form shall not be left blank for any reason. Noncompliance may result in a rejection of submitted bid. If bidding contractor is doing the work in the place of a subcontractor, indicate accordingly on said form. The following subcontractor categories have been established and shall be reflected in each bid:
    1. Demolition
    2. HVAC
    3. Carpentry

RE: DSU LLC Laundry Room Renovation  
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January 15, 2015

4. Electrical
  5. Plumbing
  6. Painting
  7. Fire Protection
6. **Bid Submission:**
- a. Bids will be accepted until **Friday, February 6, 2015 3:00pm**, at the Administration Building in Room 321 of the Delaware State University, Dover Campus. Bids will be publically opened and read immediately.
7. **Document Interpretations or Questions:**
- a. All bidding related questions should be submitted in writing to Jessica Wilson. Questions, answers to questions, and clarifications will be provided via addendum.
  - b. Submit all requests and questions, in writing via email, no later than **Thursday, January 29, 2015, 4:00pm, EST**.
8. **Addenda**
- a. The final addendum will be issued on, or before, **Tuesday, February 3<sup>rd</sup>, 2015**.
9. **Question and Answers**
- a. **Question:** Will the building be occupied during construction?  
**Answer:** The building is currently serving two entities, divided generally east and west. The east side of the facility is inaccessible from the east side. The west side of the facility houses the Early College High School. This school will be in session through May 29. The contractor shall make a conscience effort to minimize disruption of the school's activities through May 29. The contractor shall be responsible for scheduling key activities accordingly and reflect accordingly in schedule submitted with bid. The east side of the building houses a University Residence Hall. The earliest start date of this project occurs after students have vacated the property following the Spring 2015 semester and project completion will occur prior to the students returning for the Fall 2016 semester. All construction activities will be contained within the east side of the building.
  - b. **Question:** With a set construction schedule, will the contractor be able to work any hours necessary to complete the project including nights and weekends?  
**Answer:** The University will permit work to beyond the "Regular Hours" indicated in the bid form (M-F, 7:30am – 4:30pm). As discussed in the bid form review, the contractor shall submit proposed work hours needed to complete the project. The contractor is responsible for conducting work in adherence with all state and local codes and regulations.
  - c. **Question:** Is a construction schedule required with the bid submission?  
**Answer:** A construction schedule, reflecting all major construction activities shall be submitted with the bid in order to be considered. The University reserves the right to consider construction sequencing and scheduling as a factor in bid evaluations.
  - d. **Question:** Does this contract address asbestos abatement?  
**Answer:** The University will engage a third party, under a separate contract, to test and abate any hazardous materials prior to commencement of work under this contract.
  - e. **Question:** Who is the preferred fire alarm vendor?  
**Answer:** The existing fire alarm system was installed in 2014 and is under warranty by Tyco Simplex-Grinnell. Scope indicated in contract documents shall be completed such that existing warranty is not impacted.
  - f. **Question:** Is the University responsible for obtaining the building permit?  
**Answer:** The University has obtained approval for the work outlined in the bid documents through the City of Dover. It shall be the responsibility of the successful bidder to obtain construction permits, prior to construction. The general construction permit can be obtained at the City of Dover City Hall. Associated fee will be \$1,417.00, at the expense of the contractor.

These notes represent the author's understanding of the issues discussed. Please contact the author with any discrepancies no later than three calendar days after receipt of these minutes. Otherwise, the contents of these minutes will be deemed accepted by all recipients.

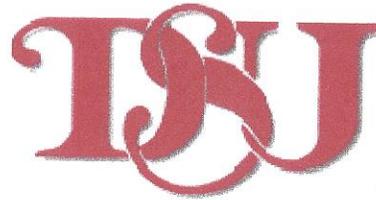
RE: DSU LLC Laundry Room Renovation  
Mandatory Pre-Bid Meeting Minutes  
January 15, 2015

/jdb

Enclosure(s): Pre-bid Sign-in Sheet

cc: All Attendees

Facilities Management File: N:\Planning and Construction\Projects\LivingLearningCommons\FD-14-037.04 Laundry Room Renovation\03-Bidding\Pre-bid Meeting\Pre-bid Meeting Minutes\_REV.docx



**Walk-Thru Sign-In Form**  
**DSU Living and learning Commons**  
**Laundry Room Renovation**  
**FD-14-037.04**  
**Date: Thursday, January 15, 2015**  
**Time: 10:00 am**

Name	Company	Email	Phone	fax
Taylor McCracken	Whiting-Turner	taylor.mccracken@whiting-turner.com	302-561-5665	
Josh GEORGE	Whiting-Turner	joshua.george@whiting-turner.com	302-292-0676	
L. Michelini	BCI	bmichelini@bci-online.com	302-325-2700	
SCOTT CAPALDI	CRITICAL DESIGN & CONST	SACAPALDI@CDACORP.NET	302-588-4406	
Jeff Adams	H & A Elect		302-542-6954	
John McGirk	Merit Mechanical	Jmcgirk@meritmch.com	302-366-8601	
Kyree Pearson	Pearson Contracting LLC	kpearson9@verizon.net	215-477-1098	215-477-1246
George Carpenter	C+C Mechanical Inc	ccmechanicalinc@comcast.net	302-284-8404	302-284-4314
Tony Ventresca	Ventresca Bros Inc	Tony@ventrescabros.com	302-658-6436	





225 CORPORATE BLVD.  
SUITE 104  
Newark, DE 19702

Telephone (302) 451-3423  
Fax (302) 368-6604

## Division of Industrial Affairs Office of Labor Law Enforcement

### *FACSIMILE TRANSMITTAL SHEET*

DATE: 12/05/2014  
FAX NO: (302) 857-7244  
NO. OF PAGES: 3

TO: Mr. JD Bartlett  
Delaware State University  
1570 North DuPont Highway  
Dover, DE 19901

Re: FD-14- 37- 04 Laundry Room Renovation, Kent County, DE

FROM: David G. Burns, Labor Law Enforcement Officer I

*This facsimile is intended for the use of the addresses named herein CONTAINS PRIVILEGED and CONFIDENTIAL information.*

COMMENTS  
CERTIFIED RATES



**STATE OF DELAWARE  
DEPARTMENT OF LABOR  
DIVISION OF INDUSTRIAL AFFAIRS**  
225 Corporate Boulevard, Suite 104  
Newark, Delaware 19702

TELEPHONE (302) 761-8200  
(302) 451-3423  
FAX (302) 368-6604

**Via Facsimile and Regular Mail**

December 5, 2014

Mr. JD Bartlett  
Delaware State University  
1570 North DuPont Highway  
Dover, DE 19901

Re: FD-14- 37- 04 Laundry Room Renovation, Kent County , DE

Dear Mr. Bartlett:

I am responding to your request for a category determination for the FD-14- 37- 04 Laundry Room Renovation, which is a state funded construction project located in Kent County, DE. The work consists of The renovation of an existing commercial/ industrial style laundry facility into a self-service laundry facility for students as defined in the bid documents.. You estimate the total cost of construction for this project to be \$115,000.00.

Based upon the information you provided the Department of Labor has determined that this project is a Building Construction project.

Delaware's Prevailing Wage Regulations provide that the rates applicable to a project are the rates in effect on the date of publication of the specifications for that project. I have enclosed a certified copy of the March 14, 2014, prevailing wage rates for Building Construction to be included in your bid specification. However, please be advised that, in the event that a contract for a project is not executed within one hundred and twenty (120) days from the earliest date the specifications were published, the rates in effect at the time of the execution of the contract shall be the applicable rates for the project.

If you have any questions or I can provide any additional assistance, please do not hesitate to contact me at (302) 451-3406.

Sincerely,

A handwritten signature in black ink that reads "David Burns". The signature is written in a cursive style with a large initial "D".

David Burns  
Labor Law Enforcement Officer  
David.Burns@state.de.us

Enclosure

STATE OF DELAWARE  
DEPARTMENT OF LABOR  
DIVISION OF INDUSTRIAL AFFAIRS  
OFFICE OF LABOR LAW ENFORCEMENT  
PHONE: (302) 451-3423

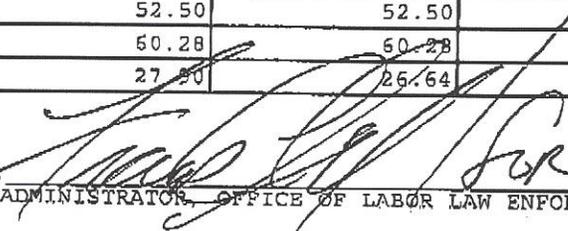
Mailing Address:  
225 CORPORATE BOULEVARD  
SUITE 104  
NEWARK, DE 19702

Located at:  
225 CORPORATE BOULEVARD  
SUITE 104  
NEWARK, DE 19702

PREVAILING WAGES FOR BUILDING CONSTRUCTION EFFECTIVE MARCH 14, 2014

CLASSIFICATION	NEW CASTLE	KENT	SUSSEX
ASBESTOS WORKERS	21.87	26.94	39.20
BOILERMAKERS	65.47	33.22	48.83
BRICKLAYERS	48.08	48.08	48.08
CARPENTERS	50.91	50.91	40.47
CEMENT FINISHERS	31.52	29.11	21.20
ELECTRICAL LINE WORKERS	43.49	37.29	28.44
ELECTRICIANS	62.10	62.10	62.10
ELEVATOR CONSTRUCTORS	77.78	40.93	30.55
GLAZIERS	65.60	65.60	20.15
INSULATORS	51.48	51.48	51.48
IRON WORKERS	59.62	59.62	59.62
LABORERS	39.75	39.75	39.75
MILLWRIGHTS	63.53	63.53	50.10
PAINTERS	44.94	44.94	44.94
PILEDRIVERS	69.32	37.64	30.45
PLASTERERS	21.60	28.55	17.50
PLUMBERS/PIPEFITTERS/STEAMFITTERS	60.20	45.65	47.28
POWER EQUIPMENT OPERATORS	58.31	58.31	24.13
ROOFERS-COMPOSITION	22.35	19.07	17.63
ROOFERS-SHINGLE/SLATE/TILE	17.59	17.50	16.45
SHEET METAL WORKERS	63.24	63.24	63.24
SOFT FLOOR LAYERS	47.12	47.12	47.12
SPRINKLER FITTERS	52.73	52.73	52.73
TERRAZZO/MARBLE/TILE FNRS	52.50	52.50	45.45
TERRAZZO/MARBLE/TILE STRS	50.28	50.28	52.63
TRUCK DRIVERS	27.50	26.64	20.03

CERTIFIED: 12/5/14

BY: 

ADMINISTRATOR, OFFICE OF LABOR LAW ENFORCEMENT

NOTE: THESE RATES ARE PROMULGATED AND ENFORCED PURSUANT TO THE PREVAILING WAGE REGULATIONS ADOPTED BY THE DEPARTMENT OF LABOR ON APRIL 3, 1992.

CLASSIFICATIONS OF WORKERS ARE DETERMINED BY THE DEPARTMENT OF LABOR. FOR ASSISTANCE IN CLASSIFYING WORKERS, OR FOR A COPY OF THE REGULATIONS OR CLASSIFICATIONS, PHONE (302) 451-3423.

NON-REGISTERED APPRENTICES MUST BE PAID THE MECHANIC'S RATE.

PROJECT: FD-14- 37- 04 Laundry Room Renovation , Kent County

