Addendum #2

Date: June 22, 2015

Project: Campus Lighting Improvement

Contract: FD-15-013

The work herein shall be considered part of the bid documents for the referenced project and carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Acknowledge receipt of addendum on the bid form as indicated.

Clarifications:

1. Contractor will make sure lights are burning at the end of the day during construction.

Changes to Specifications:

1. Revisions were made to section 00 11 16 - invitation to bid and section 00 41 13 - Bid Form-Bid Bond and they are attached in this addendum.

Changes to Drawings:

1. None

General Information:

1. Pre-Bid Sign-in Sheet: Please see attached sheet for a list of the attendees at the mandatory pre-bid. **See attached**.
2. Pre-Bid Meeting Minutes: These minutes are now integral to the bidding documents. **See attached**.

Questions and Answers:

1. **Question**:
   Answer:

END

DELAWARE STATE UNIVERSITY

OFFICE OF FACILITIES MANAGEMENT
1200 N. DuPont Highway
Dover, Delaware 19901-2277

DSU Main Campus
Campus Lighting Improvement
Contract: FD-15-013
Mandatory Pre-bid Meeting
June 22, 2015, at 10:00 am at Facilities Building

MEETING MINUTES

Meeting Location: Delaware State University
FD-15-013 – Campus Lighting Improvement
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 #1.
2. **Responsible Parties**:
    a. DSU: Jessica Wilson, Director of Purchasing
    b. DSU: J.D. Bartlett, Director of Planning and Construction
    c. DSU: Khalid Zerrad, Construction Project Manager
    d. DEDC: Brian Lewes, Senior Electrical Engineer
3. **Explanation of the project**:
    a. As outlined in the Bid Advertisement. All documents can be obtained through the state bidding system at http://www.bids.delaware.gov/bids_detail.asp?i=2555&DOT=N . Please contact constructionbid@desu.edu with any questions or concerns with obtaining bid documents.
    b. Construction Schedule
        1. Earliest Start of Construction Date – July 31, 2015
        2. Substantial Completion Date – December 01, 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 applies 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. Electrical
6. **Bid Submission**:

a. Bids will be accepted until July 8, 2015 no later than 3:00 pm, 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 ConstructionBid@desu.edu. Questions, answers to questions, and clarifications will be provided via addendum.
   b. Submit all requests and questions, in writing via email, no later than June 26, 2015.
8. **Addenda**
   a. The final addendum will be issued on, or before, June 29, 2015.
9. **Question and Answers**
   a. **Question**:
      Answer:

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.

/jdb

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

cc: All Attendees
Facilities Management File: N:\Planning and Construction\Projects\Main Campus\FD-15-013 Campus Lighting Improvements\03-Bidding\Pre-bid Meeting\Pre-bid Meeting Minutes.docx

DELAWARE STATE UNIVERSITY

OFFICE OF FACILITIES MANAGEMENT
1200 N. DuPont Highway
Dover, Delaware 19901-2277

Addendum No. 1

Date: June 17, 2017

Project: FD-15-013 Campus Lighting Improvement

The revised project schedule and key events shall be considered part of the bid documents for the referenced project above and carried out in accordance with the Contract Documents.

Revised key events and dates:

June 22, 2015	**Mandatory Site Visit at Facilities Building (10:00AM EST)**
June 26, 2015	**Deadline for Questions (4:00PM EST)**
June 29, 2015	**Posting of Answers to Contractor Questions (4:00PM EST)**
June 29, 2015	**Final Date for Addendums**
July 08, 2015	**Proposals Due (3:00 PM EST)**
July 10, 2015	**Contractor Selection Date**
July 31, 2015	**Anticipated Start of Construction Date (subject to change)**
August 03, 2015	**Latest Date for Contract Award**
December 01, 2015	**Substantial Completion**

INVITATION TO BID

Sealed bids for Delaware State University Contract No. **FD-15-013 – Campus Lighting Improvement** will be received by the Delaware State University, in the reception area of the Purchasing Office in the Administration Building, 1200 N. DuPont Highway, Dover, DE 19901-2277 (Third Floor), until **3:00 pm** local time on **July 8, 2015,** at which time they will be publicly opened and read aloud in the Conference Room. Bidder bears the risk of late delivery. Any bids received after the stated time will be returned unopened.

Project involves It is the intent of Delaware State university to select a qualified contractor to replace and or retrofit the existing campus lighting grid to enhance and make the campus safe.

A **MANDATORY** Pre-Bid Meeting will be held on **June 22, 2015, at 10:00 am at Facilities Building** for the purpose of establishing the listing of subcontractors and to answer questions. Representatives of each party to any Joint Venture must attend this meeting. **ATTENDANCE OF THIS MEETING IS A PREREQUISITE FOR BIDDING ON THIS CONTRACT.**

Sealed bids shall be addressed to the Delaware State University c/o the Purchasing Department, Administration Building, Room 321 (Third Floor), Dover, DE 19901-2277, Attn: Jessica Wilson, Director of Purchasing. The outer envelope should clearly indicate: **"DSU CONTRACT NO. FD-15-013 – Campus Light Improvement** - **SEALED BID - DO NOT OPEN."**

Contract documents may be obtained or reviewed at the office of DEDC, 315 South Chapel Street Newark, DE 19711 upon receipt of $150.00 per set/non-refundable, starting on the day of the mandatory pre-bid. Checks are to be made payable to: DEDC LLC. Alternatively, in consideration of our environment, and in alignment with the University's sustainability initiatives, bidders may request an electronic copy of the bidding documents by submitting a written request to constructionbid@desu.edu. Delaware State University will track all bidders and ensure plan holder receive all addenda.
.

Summary of Events and Dates:

June 22, 2015	**Mandatory Site Visit at Facilities Building (10:00AM EST)**
June 26, 2015	**Deadline for Questions (4:00PM EST)**
June 29, 2015	**Posting of Answers to Contractor Questions (4:00PM EST)**
June 29, 2015	**Final Date for Addendums**
July 08, 2015	**Proposals Due (3:00 PM EST)**
July 10, 2015	**Contractor Selection Date**
July 31, 2015	**Anticipated Start of Construction Date (subject to change)**
August 03, 2015	**Latest Date for Contract Award**
December 01, 2015	**Substantial Completion**

Bidders will not be subject to discrimination on the basis of race, creed, color, sex, sexual orientation, gender identity or national origin in consideration of this award, and Minority Business Enterprises, Disadvantaged Business Enterprises, Women-Owned Business Enterprises and Veteran-Owned Business Enterprises will be afforded full opportunity to submit bids on this contract. Each bid must be accompanied by a bid security equivalent to ten percent of the bid amount and all additive alternates. The successful bidder must post a performance bond and payment bond in a sum equal to 100 percent of the contract price upon execution of the contract. Delaware State University reserves the right to

reject any or all bids and to waive any informalities therein. Delaware State University may extend the time and place for the opening of the bids from that described in the advertisement, with not less than two calendar days' notice by certified delivery, facsimile machine or other electronic means to those bidders receiving plans.

END OF ADVERTISEMENT FOR BIDS

BID FORM

Project: FD-15-013 – Campus Light Improvement

Location: Delaware State University
Price Building, Main Campus
1200 N. DuPont Hwy.
Dover, DE.

For Bids Due: July 8, 2015 at 3:00 PM EST

To: Delaware State University
Administration Bldg,
Purchasing, Room 321
1200 N. DuPont Highway
Dover, DE 19901-2277
Attn: Jessica Wilson
Director of Purchasing

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:

$_____(Written Out).

($_____) (Figures).

[This price includes all allowances as documented within the project manual.]

A. ALTERNATES (Note: *project is subject to prevailing wages*)

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

a. **Alternate #1:** Net - ADD / DEDUCT

- _____ (Figures).
- _____ (Written Out).

b. **Alternate #2:** Net - ADD / DEDUCT

- _____ (Figures).
- _____ (Written Out).

c. **Alternate #3:** Net - ADD / DEDUCT

- _____ (Figures).
- _____ (Written Out).

B. UNIT PRICES

1. Unit prices conform to applicable project specification section. Refer to the specifications for a complete description of the following Unit Prices:

		ADD	**DEDUCT**
UNIT PRICE No. 1:	(BRIEF DESCRIPTION)	$ _____	$ _____
UNIT PRICE No. 2:	(BRIEF DESCRIPTION)	$ _____	$ _____
UNIT PRICE No. 3:	(BRIEF DESCRIPTION)	$ _____	$ _____

C. WORK SCHEDULE

1. We understand that this contract is governed by liquidated damages and that submission of this bid is acceptance of the proposed contract completion date. Our proposed detailed project schedule shows more fully the sequence of activities necessary to meet the specified schedule. The project schedule is a required attachment of a complete bid and failure to submit a viable schedule will be a justifiable reason to deem the bid as incomplete.

2. I/We can begin work _____ calendar days after notification of award and will require _____ calendar days thereafter to complete the work. Work on the project will begin _____ calendar days after Letter of Intent.

3. Alternative Work Hours

   Work during “regular hours” at this site is being performed on a single shift, eight hours per day, 7:30 AM to 4:30 PM, and five days per week, Monday through Friday. To meet the schedule established on the basis of Item 1 above, our proposed work hours will be ____ hours per day, _____ AM to _____ PM, and _____ days per week, _____ through _____ the cost of which is reflected in our lump sum price. Our lump sum price also includes any mandatory off-hours work required per special conditions.

D. SITE SUPERINTENDANT

We propose to use _____ as our site superintendent. A resume of his/her qualifications is attached.

We understand that DSU reserves the right to interview him/her prior to contract award/prior to start of work and to reject him/her if not considered acceptable. If rejected, we will propose alternate personnel for the position who will be subject to the same review and acceptance procedure, at no increase in our lump sum proposal.

We also understand DSU reserves the right to reject our bid if we are unable to provide a site supervisor acceptable to DSU within thirty (30) calendar days after submission of this bid.

E. REMARKS

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

2. 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.

3. The Owner shall have the right to reject any or all bids, and to waive any informality or irregularity in any bid received.

4. This bid is based upon work being accomplished by the Sub-Contractors named on the list attached to this bid.

5. 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.

6. Our Bid Price(s) are firm based on contract award within thirty (30) calendar days of the date of submittal of this bid.

7. I/We understand that we will not be compensated at a later date for claimed additional costs based on any information received during the bid period, but which is not identified in our proposal and subsequently accepted in writing by DSU.

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
Construction Schedule
Resume of Site Superintendent
(Others as Required by Project Manuals)

END OF SECTION 00 41 13

STATE OF DELAWARE
OFFICE OF MANAGEMENT AND BUDGET

BID BOND

TO ACCOMPANY PROPOSAL
(Not necessary if security is used)

KNOW ALL MEN BY THESE PRESENTS That: _____ _____of _____ in the County of _____ and State of _____as **Principal**, and _____ _____ of _____ in the County of _____ and State of _____ as **Surety**, legally authorized to do business in the State of Delaware ("**State**"), are held and firmly unto the **State** in the sum of _____ Dollars ($_____), or _____ percent not to exceed _____ _____ Dollars ($_____) of amount of bid on Contract No. _____, to be paid to the **State** for the use and benefit of _____ (***insert State agency name***) for which payment well and truly to be made, we do bind ourselves, our and each of our heirs, executors, administrators, and successors, jointly and severally for and in the whole firmly by these presents.

NOW THE CONDITION OF THIS OBLIGATION IS SUCH That if the above bonded **Principal** who has submitted to the _____ (***insert State agency name***) a certain proposal to enter into this contract for the furnishing of certain material and/or services within the **State**, shall be awarded this Contract, and if said **Principal** shall well and truly enter into and execute this Contract as may be required by the terms of this Contract and approved by the _____ (***insert State agency name***) this Contract to be entered into within twenty days after the date of official notice of the award thereof in accordance with the terms of said proposal, then this obligation shall be void or else to be and remain in full force and virtue.

Sealed with _____ seal and dated this _____day of _____ in the year of our Lord two thousand and _____ (20___).

SEALED, AND DELIVERED IN THE
Presence of

_____
Name of Bidder (Organization)

Corporate Seal

By: _____
Authorized Signature

Attest _____

_____
Title

_____
Name of Surety

Witness:_____

By: _____

_____
Title

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.**

Subcontractor Category	Subcontractor	Address (City & State)	Subcontractors tax payer ID # or Delaware Business license #
1._____	_____	_____	_____
2._____	_____	_____	_____
3._____	_____	_____	_____
4._____	_____	_____	_____
5._____	_____	_____	_____
6._____	_____	_____	_____
7._____	_____	_____	_____
8._____	_____	_____	_____
9._____	_____	_____	_____

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 Office of Management and Budget, Division of Facilities Management)*.

All the terms and conditions of *(Project or Contract Number)* have been thoroughly examined and are understood.

NAME OF BIDDER: _____

AUTHORIZED REPRESENTATIVE (TYPED): _____

AUTHORIZED REPRESENTATIVE (SIGNATURE): _____

TITLE: _____

ADDRESS OF BIDDER: _____

_____

_____

E-MAIL: _____

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.

FD-15-013 – Campus Light Improvement
Pre-Bid Meeting Sign-in
June 22, 2015, at 10:00am

Delaware State University
Making our mark on the world

Attendee	Company Information	Attach Business Card
Printed Name: Kris Bourque Signature: Kris B Primary Contact: ☒ YES ☐ NO Primary Contact:	Company: Wescott Electric Co. Email: K.Bourque@wescottelectric.com Phone: 610 358 1100 x 43 Email Bid Updates: ☒ YES ☐ NO	
Printed Name: James Vanderslice Signature: Primary Contact: ☒ YES ☐ NO Primary Contact:	Company: Nickle Electrical Email: JVanderslice@Nickle.Email Phone: (302) 856-1006 Email Bid Updates: ☒ YES ☐ NO	
Printed Name: RAY ANTAL Signature: Primary Contact: ☑ YES ☐ NO Primary Contact:	Company: TUDOR ELECTRIC INC Email: tudorelectric@verizon.net Phone: 302-736-1444 Email Bid Updates: ☑ YES ☐ NO	

FD-15-013 – Campus Light Improvement
Pre-Bid Meeting Sign-in
June 22, 2015, at 10:00am

Delaware State University
Making our mark on the world

Attendee	Company Information	Attach Business Card
Printed Name: Bill KRISS Signature: Primary Contact: ☒ YES ☑ NO Primary Contact: Matt Bailey	Company: POWER PLUS ELE INC Email: ~~WKRISS@MSN.COM~~ Phone: 302-363-5067 Email Bid Updates: ☒ YES ☑ NO	← See next page for email
Printed Name: John McKee Signature: Primary Contact: ☒ YES ☐ NO Primary Contact:	Company: Superior Electric Service Email: John@SuperiorElectric.biz Phone: 302-420-4572 Email Bid Updates: ☒ YES ☐ NO	
Printed Name: WAYNE COMEGYS Signature: Primary Contact: ☒ YES ☐ NO Primary Contact: WAYNE COMEGYS	Company: DELCOLLO ELECT. Email: WAYNE@DELCOLLO.COM Phone: 302 994-3400 Email Bid Updates: ☒ YES ☐ NO	

FD-15-013 – Campus Light Improvement
Pre-Bid Meeting Sign-in
June 22, 2015, at 10:00am

Delaware State University
Making our mark on the world

Attendee	Company Information	Attach Business Card
Printed Name: Brian Lewis Signature: Primary Contact: ☐ YES ☒ NO Primary Contact: Ron Graff	Company: DEDC Email: rgraff@dedc-eng.com Phone: 302-598-2264 Email Bid Updates: ☒ YES ☐ NO	
Printed Name: Gary Wolf Signature: Primary Contact: ☑ YES ☐ NO Primary Contact: Gary Wolf	Company: Current Solutions Inc. Email: cursolinc@comcast.net Phone: 302-736-5210 Email Bid Updates: ☑ YES ☐ NO	
Printed Name: Matt Bailey Signature: Primary Contact: ☑ YES ☐ NO Primary Contact: Matt Bailey	Company: Power Plus Electrical Cont., Inc Email: Matt6337@Gmail.com Phone: 302 736-5070 Email Bid Updates: ☑ YES ☐ NO	

FD-15-013 – Campus Light Improvement
Pre-Bid Meeting Sign-in
June 22, 2015, at 10:00am

Delaware State University
Making our mark on the world

Attendee	Company Information	Attach Business Card
Printed Name: Jacob Foy Signature: Primary Contact: ☑ YES ☐ NO Primary Contact:	Company: Bowsam & Duckett Electric Email: Jacobf@bdelec.net Phone: 443-497-4577 Email Bid Updates: ☑ YES ☐ NO	
Printed Name: Signature: Primary Contact: ☐ YES ☐ NO Primary Contact:	Company: Email: Phone: Email Bid Updates: ☐ YES ☐ NO	
Printed Name: Signature: Primary Contact: ☐ YES ☐ NO Primary Contact:	Company: Email: Phone: Email Bid Updates: ☐ YES ☐ NO	