



## Addendum #1

Date: April 28, 2016  
Project: DSU Landscaping  
Contract: FM-FY16-002

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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.

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### **Clarifications:**

1. 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.
2. 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. The State of Delaware Prevailing Wage Regulations applies to this project. State of Delaware drug testing regulations for large public works projects shall apply to this project.
3. Bid bond is required to bid this project, bid form is included in this addendum, please see below.
4. Affidavit of Employee Drug Testing Program form is required and shall be filled out. Please see below
5. Contractor shall comply by DNREC recommendations for all retention ponds and bio-filtration systems, see below.
6. The maintenance and upkeep of the landscape barrier between sidewalk and US 13 shall be included in the base bid and will be effective October 2016. Please see attached map indicating the limits of work.

### **Changes to Specifications:**

1. None

### **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. Agenda and Pre-Bid Meeting Minutes: These minutes are now integral to the bidding documents. **See attached.**

**Questions and Answers:**

**Conclusion**

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.



## **AGENDA**

MEETING DATE: April 26, 2016 10:00 am

LOCATION: Delaware State University  
Facilities Management Building

SUBJECT: Mandatory Pre-Bid Meeting for  
Landscaping Bid Packet FM-FY16-002

Attendees: Alankato Cobb, Rosetta Brickhouse, Howard Gibson, Khalid Zerrad,  
Tara LaGrassa

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### 1. Greeting and Introductions

Management Staff introduced themselves and Ms. Brickhouse proceeded to explain that this bid was for the Landscaping RFP of DSU Properties to include all external sites to main campus. External Properties included the Hunn Property, Capitol Park, Kirkwood highway, Sports Annex, University Courtyard Apartments and The Living & Learning Commons. In addition, the package will include an addendum to encompass the 3 alternate pricing schedules for Main Campus, Agriculture Field and Athletic Fields. Performance Bond, Payment Bond and Bid Bond will be a part of this Bid Package. Furthermore; the bid is subject to all State of Delaware Bidding laws that are applicable. Lastly, I had all the potential vendors in the room introduce themselves and the company they represent.

### 2. Bid Packet Overview

This is 2 year plus 1 year contract. The current state of the landscaping is great and we wish to continue our growth of the lands and its beauty. There was an attempt to ask a question from one of the potential contractor san I interjected an asked that all questions be submitted through email. Lastly, I informed the contractors that there will be an addendum forthcoming.

### 3. Retention Ponds Overview

**Re: Landscaping FM-FY16-002  
Mandatory Pre-Bid Meeting Minutes**

I asked the vendors to refer to the handouts of the retention ponds for the University and emphasized that the maintenance of the retention ponds will be a part of the bid. All maintenance must comply with State of Delaware Laws.

4. Forthcoming Addendum
  - a. Prevailing Wage
  - b. Performance Bond and Payment Bonds
  - c. Affidavit of Employee Drug Testing Program

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

**AFFIDAVIT OF EMPLOYEE DRUG TESTING PROGRAM**

OMB Regulation 4104 for the Drug Testing of Contractor and Subcontractor Employees Working on Large Public Works Projects requires that Contractors and Subcontractors implement a program of mandatory drug testing for Employees who work on Large Public Works Contracts funded all or in part with public funds.

For more information, please refer to the following link for the full regulation:  
<http://regulations.delaware.gov/register/september2015/final/19%20DE%20Reg%20207%2009-01-15.pdf>

All the terms and conditions of *OMB Regulation 4104* have been thoroughly examined and are understood. We hereby certify that we have in place or will implement during the entire term of the contract a Mandatory Drug Testing Program for our employees on the jobsite that complies with this regulation:

**Contractor/Subcontractor Name:** \_\_\_\_\_

**Contractor/Subcontractor Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Authorized Representative (typed or printed):** \_\_\_\_\_

**Authorized Representative (signature):** \_\_\_\_\_

**Title:** \_\_\_\_\_

Sworn to and Subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

My Commission expires \_\_\_\_\_. NOTARY PUBLIC \_\_\_\_\_.

**AN AFFIDAVIT SHALL BE PROVIDED BY THE BIDDER AND ALL SUBCONTRACTORS IDENTIFIED IN ATTACHED SUBCONTRACTOR LIST. STATEMENT(S) MUST BE SIGNED AND NOTARIZED FOR YOUR BID TO BE CONSIDERED.**

**Standard Guidelines for Operation and Maintenance of Stormwater BMPs****Biofiltration Swales**

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Function:	Swales convey stormwater to a stormwater facility or downstream. Bioswales are specially designed flat bottomed swales that may or may not contain wetland plants selected to absorb water and remove pollutants.
Inspection:	Semi-annual (Spring and Fall) and after storm events of 2 inches or more.
Sediment:	Where sediment forebays are provided, remove sediments accumulated in the forebay once they are half filled or to the designated depth. A depth marker should be provided in the forebay to guide the inspection requirements. If forebays are not provided, remove visible accumulations of sediment with rake and flat shovel.
Erosion:	Stabilize eroded areas with reinforcing erosion control products (RECP), or turf reinforcing mats (TRM), or equivalent, and reseed/replant as required.
Mowing:	If turf cover is used mow regularly (weekly from April to November). Mow no lower than 6 inches to maintain desired design height. The vegetation height should be 2 times the depth of flow during the quality storm. The vegetation height should be specified on the plan.
Native plants and grasses	Cut down standing stalks to 12 inches in Spring (mid-March), just before new growth emerges. Selectively hand-apply an appropriate herbicide with a cut stump applicator or directed foliar sprays. Application of herbicides, pesticides may require a licensed professional. For large projects a professional contractor is recommended. Reseed and/or replant as required based upon inspection findings.
Soil:	Soil should be tested annually to ensure proper pH and fertility including: organic matter, magnesium (Mg), phosphorus (P <sub>2</sub> O <sub>5</sub> ), nitrogen (N), Potassium (K <sub>2</sub> O), and soluble salts. If required, fertilizer should only be applied in the Fall
Check dams:	Remove materials that accumulate on the upstream face of the check dams. Remove all vegetation that extends roots within the check dams manually and apply herbicides as necessary to eliminate herbaceous species with persistent roots. If fines have accumulated within the filter stone, power-washing or pressure jet equipment shall be used to remove the fines. The nozzle of such equipment shall be inserted between the rear face stones of the check dam to force the accumulated fines back out the front of the check dam. If accumulation is extensive, it may be necessary to open up the gabion top, remove the face stone and enough filler stone to permit access by pressure washing equipment.
Miscellaneous:	Remove debris and litter on a regular basis.
Hire a professional:	If ponding is observed; if facility does not completely drain within 48 hours; replacement of deteriorating pipes or structural components; facility reconstruction; repair of sever erosion; herbicide spraying

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**Bioretention Facilities**

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- Function:** Bioretention facilities remove contaminants from runoff by filtering through an engineered media and infiltrate water into the ground.
- Inspection:** Semi-annual (Spring and Fall) & after storm events of 2 inches or more.
- Sediment:** Where sediment forebays are provided, remove sediments accumulated in the forebay once they are half filled.  
Remove all visible accumulations of sediment on top of the mulch layer with flat shovel and rake. Stabilize eroded areas with appropriate geotextile (refer to DNREC E&S manual for guidance on selection of appropriate geotextile), and reseed/replant as required.
- Plant materials:** Cut down standing stalks of herbaceous materials to 12 inches just before growth emerges in Spring (mid-March). Selectively apply appropriate herbicide with a cut stump applicators or directed foliar sprays. Application of herbicides / pesticides may require licensed professional. Reseed or replant as required based upon inspection findings. Inspect woody material for pest and ice damage. Prune trees and shrubs in the Fall. Plants are specially selected to tolerate variable conditions such as severe drought and flooding, in addition to salty conditions as a result of road salt (winter conditions).
- Soil:** Soil should be tested annually to ensure proper pH and fertility including: organic matter, magnesium (Mg), phosphorus (P<sub>2</sub>O<sub>5</sub>), nitrogen (N), Potassium (K<sub>2</sub>O), and soluble salts.  
If required, fertilizer should only be applied in the Fall.
- Mulch:** Add triple-shredded hardwood mulch every Spring or as needed to maintain 3 inch depth for facilities with mulch topdressing.
- Miscellaneous:** Remove debris and litter on a regular basis. If the top layer of mulch is replaced, used triple-shredded hardwood mulch. Bioretention facilities are not designed to withstand loads from large equipment or regular use by vehicles. Do not compact the ground in any way.
- Hire a professional:** If a bioretention facility does not drain within 48 hours; removal of accumulated sediment is needed; replacement of biosoil mix (every 2-10 years); repair of severe erosion.
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**Extended Detention Dry Pond**

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- Function:** Extended detention dry ponds collect stormwater and allow for a slower release of water into the streams. These ponds only contain water during and immediately following a runoff event.
- Inspection:** Semi-annual (Spring and Fall) and after storm events of 2 inches or more.
- Mowing:** Weekly during peak growing season (April – November).  
Mow a 10-foot wide access path to all inlet and outlet structures regularly. Use mulching mower to ensure that nutrients are recycled. For warm season grasses, the previous season’s stalks should be cut down to 8-12 inches in early spring (mid March), before new season’s growth emerges.
- Plant materials:** Reseed and/or replant as required based upon inspection findings. Do not plant trees on pond embankments. Remove saplings on embankments of ponds and around perimeter, including outlet/inlet structures. Remove any accumulated sediment from the riprap to discourage plant growth in the stone and remove any woody vegetation.
- Erosion:** Stabilize eroded areas with reinforcing erosion control products (RECP), or turf reinforcing mats (TRM), or equivalent, and reseed/replant as required. Eliminate cause of erosion by diverting flow, if necessary.
- Soil:** Soils on side slopes of pond should be tested annually to ensure proper pH and fertility including: organic matter, magnesium (Mg), phosphorus (P<sub>2</sub>O<sub>5</sub>), nitrogen (N), Potassium (K<sub>2</sub>O), and soluble salts.
- Miscellaneous:** Remove debris and litter on a regular basis. It is especially important to remove debris from outfall structures. Fencing is not required; however, if a fence is preferred, ensure that it is in good repair and provides access for maintenance and inspections.
- Hire a professional:** Repair of severe erosion; replacement of deteriorating pipes or structural components; if mosquitoes are suspected to be problematic; reconstruction of embankment and outlet structure; removal of accumulated sediment; aquatic vegetation control (chemical application); if dredging (sediment removal) is required (every 2-10 years).
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### **Filter Strip**

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- Function:** Filter strips spread runoff uniformly over a filtering surface of vegetation, providing infiltration and pollutant removal. Filter strips can provide substantial treatment as long as they are not overwhelmed by sediment and runoff.
- Inspection:** Semi-annual (Spring and Fall) & after storm events of 2 inches or more.
- Sediment:** Excessive sediment at the lip of the level spreader should be cleaned by hand with rake and flat shovels every spring and fall and after storm events of 2 inches or more. Sediment may need to be removed more frequently if it causes water to back up and not discharge into the swale.
- Mowing:** Mow, annually, between September 1 and 30 to allow for regrowth of winter cover while avoiding potential negative effects on wildlife such as nesting birds. Use mulching mower to ensure that nutrients are recycled. For warm season grasses, the previous season's stalks should be cut down to 8-12 inches in early spring (mid March), before new season's growth emerges. The approved plan will specify the mow height. Filter strip vegetation should be maintained at a height of 2 times the depth of flow during the quality storm.
- Plant materials:** Reseed and/or replant as required based upon inspection findings.
- Erosion:** Stabilize eroded areas with reinforcing erosion control products (RECP), or turf reinforcing mats (TRM), or equivalent, and reseed/replant as required.
- Soil:** Soil should be tested annually to ensure proper pH and fertility including: organic matter, magnesium (Mg), phosphorus (P<sub>2</sub>O<sub>5</sub>), nitrogen (N), Potassium (K<sub>2</sub>O), and soluble salts. If required, fertilizer should only be applied in the Fall.
- Miscellaneous:** Remove litter on a regular basis.
- Hire a professional:** Repair of severe erosion.
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**Sand Filter**

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- Function:** Sand filters provide water quality treatment to stormwater from impervious areas by allowing heavy sediment to settle, and by filtering to remove fine sediment and other pollutants.
- Inspection:** Semi-annual (Spring and Fall) and after storm events of 2 inches or More or when water ponds around the sand filter.
- Sand replacement:** The top few inches of sand contains the most contaminants. Replace top few inches on periodic basis. Perform complete replacement as needed.
- Miscellaneous:** Remove litter on a regular basis.
- Hire a professional:** Removal of accumulated sediment/pollutants in sedimentation chamber; replacement of sand and filter on as needed basis; replacement of structural components (greater than 20 years if properly maintained).
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**Wet Pond**

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- Function:** Stormwater wet ponds always contain a permanent pool of water. They collect stormwater and allow sediment to settle out before water is released into the streams.
- Inspection:** Semi-annual (Spring and Fall) and after storm events of 2 inches or more.
- Mowing:** Weekly during peak growing season (April – November).  
Mow 10-foot wide access path to all inlet and outlet structures regularly. Use mulching mower to ensure that nutrients are recycled. For warm season grasses, the previous season’s stalks should be cut down to 8-12 inches in early spring (mid March), before new season’s growth emerges. Leaving a buffer is optional. If a buffer is preferred, mow at least once a year to deter growth of saplings. Mow between September 1 and 30 to allow for regrowth of winter cover while avoiding potential negative effects on wildlife such as nesting birds.
- Plant materials:** Planting a buffer around the pond is optional, and can provide for wildlife habitat if desired. Buffer width is also optional. Reseed and/or replant as required based upon inspection findings. Do not apply chemicals to the pond if you find inundation of vegetation. This can only be done by a Certified Aquatic Applicator certified in the State of Delaware by the Department of Agriculture. Do not plant trees on pond embankments. Remove saplings on embankments of ponds and around perimeter, including outlet/inlet structures. Remove any accumulated sediment from the riprap to discourage plant growth in the stone and remove any woody vegetation.
- Erosion:** Stabilize eroded areas with reinforcing erosion control products (RECP), or turf reinforcing mats (TRM), or equivalent, and reseed/replant as required. Eliminate cause of erosion by diverting flow, if necessary.
- Soil:** Soils on side slopes of pond should be tested annually to ensure proper pH and fertility including: organic matter, magnesium (Mg), phosphorus (P<sub>2</sub>O<sub>5</sub>), nitrogen (N), Potassium (K<sub>2</sub>O), and soluble salts.
- Miscellaneous:** Remove debris and litter on a regular basis. It is especially important to remove debris from outfall structures. Fencing is not required; however, if a fence is preferred, ensure that it is in good repair and provides access for maintenance and inspections.
- Hire a professional:** Repair of severe erosion; replacement of deteriorating pipes or structural components; if mosquitoes are suspected to be problematic; reconstruction of embankment and outlet structure; removal of accumulated sediment; aquatic vegetation control (chemical application); if dredging (sediment removal) is required (every 2-10 years).
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Attendee	Company Information	Attach Business Card
Printed Name: <u>Todd Burger</u> Signature: <u>TBurger</u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: <u>Green Blade Irrigation &amp; Turf Care</u> Email: <u>Green Blade Irrigation @ Gmail, com</u> Phone: <u>302-370-8417</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: _____ Signature: _____ Primary Contact: <input type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: _____ Email: _____ Phone: _____ Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: _____ Signature: _____ Primary Contact: <input type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: _____ Email: _____ Phone: _____ Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO	

Attendee	Company Information	Attach Business Card
<p>Printed Name: <u>ARIANA RIZZO</u></p> <p>Signature: <u><i>Ariana Rizzo</i></u></p> <p>Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Primary Contact: <u>ARIANA RIZZO</u></p>	<p>Company: <u>Ruppert Landscape</u></p> <p>Email: <u>arizzo@ruppertcompanies.com</u></p> <p>Phone: <u>302-598-8400</u></p> <p>Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>	 <p><b>RUPPERT</b> LANDSCAPE</p> <p>Ariana Rizzo Business Developer</p> <p>(610) 925-2711  <b>Mobile: (302) 598-8400</b>                  Fax: (610) 925-2701                  arizzo@ruppertcompanies.com</p> <p>249 Chambers Road                  Toughkenamon, PA 19374                  www.ruppertlandscape.com</p>
<p>Printed Name: _____</p> <p>Signature: _____</p> <p>Primary Contact: <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Primary Contact: _____</p>	<p>Company: _____</p> <p>Email: _____</p> <p>Phone: _____</p> <p>Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO</p>	

Attendee	Company Information	Attach Business Card
Printed Name: <u>Shannon Gerardi</u> Signature: <u><i>Shannon Gerardi</i></u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: <u>Gerardi Construction Inc.</u> Email: <u>gerardi.constructioninc@gmail.com</u> Phone: <u>302-745-6252</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: _____ Signature: _____ Primary Contact: <input type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: _____ Email: _____ Phone: _____ Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: _____ Signature: _____ Primary Contact: <input type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: _____ Email: _____ Phone: _____ Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO	



Attendee	Company Information	Attach Business Card
Printed Name: <u>BRAD WINEMILLER</u> Signature: <u><i>Brad Winemiller</i></u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: <u>GREENLEAF SERVICES INC.</u> Email: <u>BRAD@GREENLEAFSERVICESINC.NET</u> Phone: <u>(302) 218-1384</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: <u>Dan Armenia</u> Signature: <u><i>Dan Armenia</i></u> Primary Contact: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Primary Contact: _____	Company: <u>Moon Landscaping</u> Email: <u>darmeria@moonlandscaping.com</u> Phone: <u>215.962.7410</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: <u>Ashley Pelletier</u> Signature: <u><i>Ashley Pelletier</i></u> Primary Contact: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Primary Contact: _____	Company: <u>The Grounds Guys of Pike Creek</u> Email: <u>ASHLEY.PELLETIER@GMAIL.COM</u> <u>goundsguys.com</u> Phone: <u>(302) 653-3114</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	



Attendee	Company Information	Attach Business Card
Printed Name: <u>Bob Senner</u> Signature: <u>[Handwritten Signature]</u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: <u>Moon Landscaping, Inc</u> Email: <u>BSENNER@MOONLANDSCAPING.COM</u> Phone: <u>267-229-0919</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	 <p>Bob Senner          Director of Sales  <b>MOON</b>          LANDSCAPING          1084 Taylorville Road          Washington Crossing, PA 18977          Toll Free: 800.803.8733 Phone: 215.968.5071          Mobile: 267.229.0919          bsenner@moonlandscaping.com          www.moonlandscaping.com</p>
Printed Name: <u>Alex Pelleitier</u> Signature: <u>[Handwritten Signature]</u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: <u>The Grounds Guys</u> Email: <u>alex.pelleitier@mail.groundsguys.com</u> Phone: <u>302-653-3714</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	 <p><b>the Grounds Guys</b>          LANDSCAPE MANAGEMENT          Alex Pelleitier          Owner          Office - 302.653.3714 Toll Free - 877.373.5296          PO Box 1059, Clayton, DE 19938          alex.pelleitier@mail.groundsguys.com          www.groundsguys.com</p>
Printed Name: _____ Signature: _____ Primary Contact: <input type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: _____ Email: _____ Phone: _____ Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO	

Attendee	Company Information	Attach Business Card
Printed Name: <u>Brian Anderson</u> Signature: <u><i>Brian Anderson</i></u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: <u>Brickman</u> Email: <u>Brian.Anderson@brickmangroup.com</u> Phone: <u>302-363-0566</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: _____ Signature: _____ Primary Contact: <input type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: _____ Email: _____ Phone: _____ Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: _____ Signature: _____ Primary Contact: <input type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: _____ Email: _____ Phone: _____ Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO	

OWNER/DEVELOPER  
**DELAWARE STATE UNIVERSITY**

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