



DELAWARE STATE UNIVERSITY

OFFICE OF PLANNING & CONSTRUCTION

1200 N. DuPont Highway
Dover, Delaware 19901-2277

Addendum #01

Date: 10/18/2017
Project: Wellness & Recreation Center, DHW Boiler Replacement
Contract: PC-17-030

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. Per the site walkthrough, contractor to provide all means necessary to remove existing hot water boiler and install new boiler (per specs) and this scope shall be included in the base bid price.

Changes to Specifications:

2. N/A

Changes to Drawings:

1. N/A

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

Wellness & Recreation Center
1200 N. DuPont Highway
Dover, Delaware 19901

Project: PC-17-030 - WRC DHW Boiler Replacement
1200 North DuPont Hwy
Dover, Delaware 19901

Pre-bid Meeting Minutes

MEETING DATE: 10/18/2017 **MEETING TIME:** 10:00 AM - 11:00 AM Eastern Time (US & Canada)

MEETING LOCATION: Facilities Building

OVERVIEW:

The pre-bid meeting serves the purpose to introduce the project to the prospective bidders, identify key components of the contract, and to discuss the bidding processes and procedures.

NOTES:

ATTACHMENTS:

ATTENDEES:

Name	Company	Phone Number	Email	Attendance
J. D. Bartlett	Delaware State University	Tel: (302) 857-7144	jbartlett@desu.edu	For Distribution Only
Natalie Glasco	Delaware State University	Tel: (302) 857-7944	nglasco@desu.edu	For Distribution Only
Khalid Zerrad	Delaware State University	Tel: (302) 857-7085	kzerrad@desu.edu	Present
Dan Shurina	StudioJAED Architects & Engineers	Tel: (302) 832-1652	shurinad@studiojaed.com	For Distribution Only
David Spangler	StudioJAED Architects & Engineers	Tel:	spanglerd@studiojaed.com	Present

Attendee Sign-In

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Sign-In Sheet				Open
	Description: Pre-bid meeting is mandatory. Sign-in sheet was circulated. All attendees are required to be signed in to validate attendance. Sign-in sheet will be distributed via addendum.					

Responsible Parties

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Procurement Contacts				Open
	Description: 1. DSU: Zafar Chaudhry, Contract Coordinator 2. DSU: J.D. Bartlett, AVP of Capital Planning & Environmental Sustainability 3. DSU: Khalid Zerrad, Construction Project Manager 4. A/E of Record: Dan Shurina StudioJAED					

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.

Please contact Wellness & Recreation Center if there are any discrepancies or questions with the content of these minutes.

Project Explanation						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Bid Advertisement				Open
	Description: As outlined in the Bid Advertisement. All documents can be obtained through the state bidding system at http://bids.delaware.gov/ . Please contact ConstructionBid@desu.edu with any questions or concerns with obtaining bid documents.					
3.2	1	Construction Schedule				Open
	Description: 1. Earliest Start of Construction: November 18, 2017 2. Substantial Completion Date: TBD					

Project Requirements						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Bidding Laws				Open
	Description: 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.					
4.2	1	Prevailing Wage Regulations				Open
	Description: The State of Delaware Prevailing Wage Regulations apply to this project. Refer to the project manual for further information.					

Bid Form Review						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Bid Form				Open
	Description: - 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 and unit price (if applicable). - Submitted bid shall include a detailed schedule in Gantt Chart format. Noncompliance may result in a rejection of submitted bid					
5.2	1	List of Subcontractors				Open
	Description: 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:					

Bid Submission						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Submission Deadline				Open
	Description:					

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Please contact Wellness & Recreation Center if there are any discrepancies or questions with the content of these minutes.

	Bids will be accepted until Wednesday, November 01, 2017 at 3:00 pm, at the Facilities Management Building in Room 101 of the Delaware State University, Dover Campus. Bids will be publicly opened and read immediately.
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Document Interpretations and Questions

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
7.1	1	Deadline for Questions				Open
Description: Submit all requests and questions, in writing via email, no later than October 25, 2017 at 4:00 pm.						
7.2	1	Inquiries				Open
Description: All bidding related questions should be submitted in writing to ConstructionBid@desu.edu . Questions, answers to questions, and clarifications will be provided via addendum.						

Addenda

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
8.1	1	Deadline for Final Addendum				Open
Description: The final addendum will be issued on, or before, Monday, October 30, 2017 CBD.						

Questions and Answers

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
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Uncategorized Items

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
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Please contact Wellness & Recreation Center if there are any discrepancies or questions with the content of these minutes.

PC-17-030- Wellness & Recreation Center, DHW Boiler Replacement
 Pre-Bid Meeting Sign-in
 Wednesday, October 18, 2017 Mandatory Site Visit at The Facilities Building (10:00AM EST)



Attendee	Company Information	Attach Business Card
Printed Name: <u>Kerry Coill</u> Signature: <u>[Signature]</u> Primary Contact: ☒ YES ☐ NO Primary Contact: _____	Company: <u>Joseph T. Richardson</u> Email: <u>kerry@JTRMECH.NET</u> Phone: <u>(302) 398-4101</u> Email Bid Updates: ☒ YES ☐ NO	
Printed Name: <u>DAVE RASOLIA</u> Signature: <u>[Signature]</u> Primary Contact: ☒ YES ☐ NO Primary Contact: _____	Company: <u>CHECOUKES NATION MECHANICAL</u> Email: <u>DAVID.RASOLIA@CHECOUKES-CNCS.COM</u> Phone: <u>302-883-3104</u> Email Bid Updates: ☒ YES ☐ NO	
Printed Name: <u>Amy Barnes</u> Signature: <u>[Signature]</u> Primary Contact: ☐ YES ☐ NO Primary Contact: _____	Company: <u>Schroeder + Assoc.</u> Email: <u>ABARNES@HORMAN.CO</u> Phone: <u>302-738-7333</u> Email Bid Updates: ☒ YES ☐ NO	

Attendee	Company Information	Attach Business Card
Printed Name: <u>ROBERT RATH</u> Signature: <u>Robert Rath</u> Primary Contact: ☒ YES ☐ NO Primary Contact: <u>Sally Fowler</u>	Company: <u>DEMAND STATE SUBSTITUTION</u> Email: <u>STANFORD.DEMAND.STATE.SUBSTITUTION.COM</u> Phone: <u>(302) 697-7964</u> 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	