

DELAWARE STATE UNIVERSITY

Department of Custodial Services & Grounds
1200 N. DuPont Highway
Dover, Delaware 19901-2277

AGENDA

MEETING DATE: April 27, 2018

LOCATION: Delaware State University
Facilities Management Building

SUBJECT: Mandatory Pre-Bid Meeting for
University Village & Courtyard Summer Cleaning
Bid Packet FM-18-001

1. Greeting, Introductions and Sign-In Sheet
2. Bid Packet Overview
3. Questions **will only be accepted if submitted via email to zchaudhry@desu.edu** by the proposed deadline in the RFP. The answers to all questions will be posted on the State of Delaware website as an addendum to this bid.
4. University Village and Courtyard Walk-Thru
5. Thank you for participating in the Pre-Bid Meeting



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SUBJECT: Mandatory Pre-Bid Meeting for
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1. Greeting, Introductions and Sign-In Sheet
 - a. All vendors present introduced themselves
 - b. Executive Director of Facilities introduced themselves

2. Bid Packet Overview
 - a. Work will begin approximately on or before June 1
 - b. All cleaning products must be accompanied by an SDS sheet and be OSHA approved
 - c. A list of all subcontractors must be submitted prior to commencing work
 - d. All employees who work for the awarded contractor must have identifiable clothing on at all times while working on campus

3. Questions **will only be accepted if submitted via email** to zchaudhry@desu.edu by the proposed deadline in the RFP. The answers to all questions will be posted on the State of Delaware website as an addendum to this bid.
 - a. All questions must be emailed to address provided above and there will be no questions entertained in this forum

4. University Village and Courtyard Walk-Thru
 - a. Walked University Village room 3421 and University Courtyard 618
 - b. As we left University Village and was departing to University Courtyard We were informed by Senior Secretary of Facilities that we had a potential vendor seeking to join the tour. The Vendor was: CNN & O, LLC – Mr. Charles. He was instructed to return to the Facilities Management building

Re: [Project or Building]
[Purpose for the Letter]
[Issue Date]

to sign-in as a potential vendor to be considered for the bid. He failed and will not be a part of this bid.

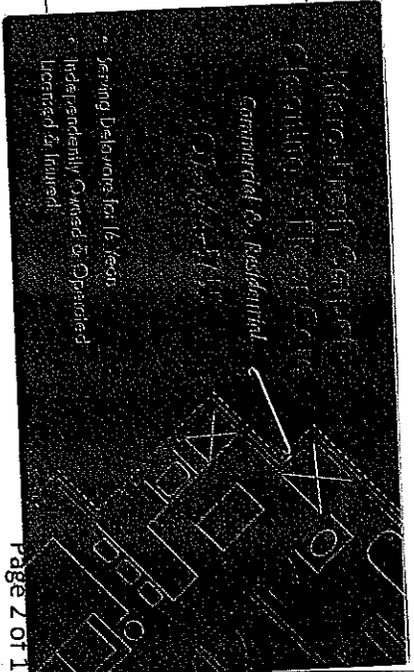
5. Thank you for participating in the Pre-Bid Meeting
 - a. All vendors were released from the meeting at the University Courtyard parking lot.
 - b. Upon arrival back at the Facilities Management building, another vendor was present but had missed the dialogue and the tour, however, were on campus.
 - c. That vendor understood that all communication conveyed in the meeting will not be privy to them and that all questions must be forwarded to zchaudhry@desu.edu and they can participate in the bid.
 - d. Vendor is signed in and the name of the company is as follows:
 - i. Shakina Rush, CEO/ATSSA Flagger Instructor



Attendee	Company Information	Attach Business Card
Printed Name: <u>David P. Jones</u> Signature: <u>[Signature]</u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: <u>786 731 6441</u>	Company: <u>Spring into Action Cleaning</u> Email: <u>siacl6@yahoo.com</u> Phone: <u>786 731 6441</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: <u>David A. Jones</u> Signature: <u>[Signature]</u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: <u>David Jones</u>	Company: <u>Spring into Action Cleaning</u> Email: <u>siacl6@yahoo.com</u> Phone: <u>215 850 4091</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: <u>Zanitha Oliver</u> Signature: <u>[Signature]</u> Primary Contact: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Primary Contact: <u>Zanitha Oliver</u>	Company: <u>NOE Enterprises New York NY</u> Email: <u>zhantho@noe.net</u> Phone: <u>(908) 655-8250</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	



Attendee	Company Information	Attach Business Card
Printed Name: <u>Joseph Barnhardt Jr</u> Signature: <u>[Signature]</u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: <u>Family First Cleaning & Janitorial</u> Email: <u>info@famfirstcleaning.com</u> Phone: <u>302-746-2051</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Family First Cleaning & Janitorial Services LLC Joseph G. Barnhardt Jr. Chief Executive Officer P.O. Box 515 Smyrna, DE 19977 302-746-2051 ext:101 joseph@famfirstcleaningservices.com www.famfirstcleaningservices.com DUNS # 080067797 Nates Codes: 561720, 561740, 561790 Cage # 7XD66
Printed Name: <u>John Sidoriak</u> Signature: <u>[Signature]</u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____ Primary Contact: <u>302-222-7102</u> <u>sid@dodimage.com</u>	Company: _____ Email: _____ Phone: _____ Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO	 John Sidoriak Vice-President & Director of Operations Fisher-Cal Industries, Inc. Biomedical Photographer/Multimedia Specialist 37 PEPPERMINT LANE, WILLINGBORO, NJ 08046 phone: 302.222.7102 email: sid@dodimage.com web: www.dodimage.com
Printed Name: <u>John Fred Rena Duff</u> Signature: _____ Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____ Primary Contact: <u>302-344-5655</u>	Company: <u>Micro Fresh Cleaning Svc.</u> Email: <u>duffre1962@comcast.net</u> Phone: <u>302-344-5655</u> Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO	 Micro Fresh Cleaning Svc. John Fred Rena Duff Vice President 302-344-5655 www.micromfresh.com





Attendee	Company Information	Attach Business Card
Printed Name: <u>Shakina Rush</u> Signature: <u>Shakina Rush</u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: <u>Kingdom Builders & Industrial Maintenance</u> Email: <u>Shakina@Kingdombuilders.com</u> Phone: <u>484-328-2240</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	