



DELAWARE STATE UNIVERSITY

**Minutes of Pre-Bid Meeting for Procurement of
University Village & Courtyard Painting Bid FM-FY18-001.1**

The following personnel were present:

Mr. Howard Gibson, Director of Custodial & Grounds – Delaware State University

Representatives of the following companies attended the Pre-Bid Conference:

Mr. Craig H. Tragbar – Schnoll Painting

Greetings and Introductions:

All Representatives present were welcomed to the pre-bid for the Painting contracts for the University Village & Courtyard. An attendance sheet was circulated in which it was recommended that once signed that you attach your business card.

Bid Packet Overview:

Mr. Gibson gave a full overview of the bid packet and also informed all present that the point of contact for any further information/clarification was Mr. Zafar Chaudhry, Associate Vice President at (302) 857-7852 or email zchaudhry@desu.edu.

University Village & Courtyard Service Split:

University reserves the right to separate the bids for both Residence halls.

Forthcoming Addendum:

Mr. Gibson explained that Prevailing Wage, Performance Bond, Payment Bonds & Affidavit of Employee Drug testing program addendum's would be forthcoming.

All Questions need to be submitted through email:

Mr. Gibson explained that all questions should be submitted via email to Mr. Zafar Chaudhry at zchaudhry@desu.edu. He also stressed the point of adhering to the

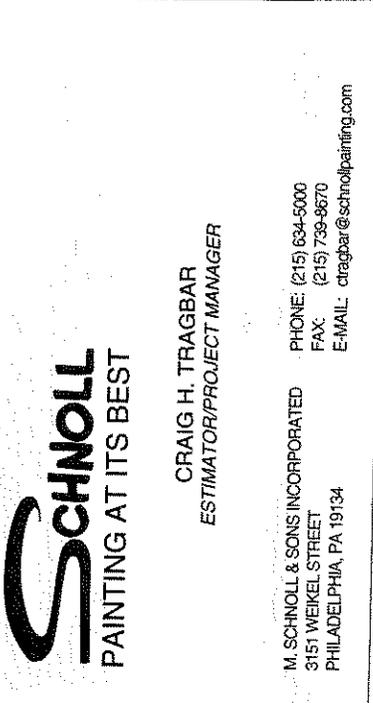


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deadlines in the bid package. Also mentioned was the statement "Absent Companies from this pre-bid will not be allowed to bid on this contract".

This meeting commenced at 1:00pm and concluded at 1:06pm with thanks for all who attended.



Attendee	Company Information	Attach Business Card
Printed Name: <u>CRAIG TRAGBAR</u> Signature: <u>[Signature]</u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: <u>SANG</u>	Company: <u>Schnoll Painting</u> Email: <u>CTRAGBAR@SchnollPainting.com</u> Phone: <u>215-634-5000</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	 <p>SCHNOLL PAINTING AT ITS BEST</p> <p>CRAIG H. TRAGBAR ESTIMATOR/PROJECT MANAGER</p> <p>M. SCHNOLL & SONS INCORPORATED 3151 WEIKEL STREET PHILADELPHIA, PA 19134</p> <p>PHONE: (215) 634-5000 FAX: (215) 739-8670 E-MAIL: ctragbar@schnollpainting.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	
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	