



# DELAWARE STATE UNIVERSITY

---

OFFICE OF PLANNING & CONSTRUCTION

1200 N. DuPont Highway  
Dover, Delaware 19901-2277

## Addendum # 01

Date: 1/13/2020  
Project: Village Building 3 Dome Replacement  
Contract: FD-15-026

---

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. **Waiver of Mandatory Pre-bid Meeting Attendance (see attached)**

### Changes to Specifications:

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

**Questions and Answers:**

1. Do you anticipate extending the bid due date?

Answer: That information cannot be confirmed

2. What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid?

Answer: The open bid log will be published via: <http://bids.delaware.gov/>

3. Was this bid posted to the nationwide free bid notification website at [www.mygovwatch.com](http://www.mygovwatch.com)?

Answer: This bid was posted via: <http://bids.delaware.gov/>

4. Other than your own website, where was this bid posted?

Answer: See answer for question # 3

5. I just wanted to reach out to see if a plan holder's list and project estimate/budget might be available for the University Village Building 3 Dome Replacement project, and if there are any union requirements aside from prevailing wages.

Answer: No plan holder list/budget is available, and we don't control whether the union or nonunion workforce will be executing this project.

END

University Village - Building 3  
1200 N. DuPont Highway  
Dover, Delaware 19901

**Project:** FD-15-026 - Village Building 3 Dome Replacement  
1200 North DuPont Hwy  
Dover, Delaware 19901

## Pre-bid Meeting Minutes

**MEETING DATE:** 01/09/2020 **MEETING TIME:** 10:00 AM - 12:00 PM Eastern Time (US & Canada)

**MEETING LOCATION:** DSU Facilities Building

### OVERVIEW:

This 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
------	---------	--------------	-------	------------

### Attendee Sign-In

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Sign-In Sheet				Open
<b>Description:</b> 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
<b>Description:</b> 1. DSU: Zafar Chaudhry, Contract Coordinator 2. DSU: Khalid Zerrad, Construction Project Manager 3. A/E of Record: Fearn Clendaniel Architect						

### Project Explanation

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Bid Advertisement				Open
<b>Description:</b> As outlined in the Bid Advertisement. All documents can be obtained through the state bidding system at <a href="http://bids.delaware.gov/">http://bids.delaware.gov/</a> . Please contact <a href="mailto:ConstructionBid@desu.edu">ConstructionBid@desu.edu</a> with any questions or concerns with obtaining bid documents.						
3.2	1	Construction Schedule				Open
<b>Description:</b>						

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 University Village - Building 3 if there are any discrepancies or questions with the content of these minutes.

1. Anticipated Start of Construction: 2/24/2020
2. Substantial Completion Date: TBD

## Project Requirements

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Bidding Laws				Open
<b>Description:</b> 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
<b>Description:</b> 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
<b>Description:</b> <ul style="list-style-type: none"> <li>The Bid Form was briefly outlined.</li> <li>It is essential that bid be submitted in its entirety including required forms &amp; attachments, as indicated in the specifications.</li> <li>Submitted bid shall be lump sum. Submitted bid shall include pricing for each alternate and unit price (if applicable).</li> </ul>						
5.2	1	List of Subcontractors				Open
<b>Description:</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 is indicated in the bid form						

## Bid Submission

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Submission Deadline				Open
<b>Description:</b> Bids will be accepted until <b>1/24/2020 at 3:00 PM Local Time</b> , at the Facilities Management Building in Room 104 of the Delaware State University, Dover Campus. Bids will be publicly opened and read immediately.						

## Document Interpretations and Questions

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
7.1	1	Deadline for Questions				Open
<b>Description:</b> Submit all requests and questions, in writing via email, no later than 1/17/2020 at 4:00 PM Local Time.						
7.2	1	Inquiries				Open
<b>Description:</b>						

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 University Village - Building 3 if there are any discrepancies or questions with the content of these minutes.

All bidding related questions should be submitted in writing to [ConstructionBid@desu.edu](mailto: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
<b>Description:</b> Posting answers to contractor questions on 1/22/2020						

**Questions and Answers**

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
----	----------------	-------	------------	----------	----------	--------

**Uncategorized Items**

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
----	----------------	-------	------------	----------	----------	--------

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 University Village - Building 3 if there are any discrepancies or questions with the content of these minutes.

# Addendum 1

**Dome Replacement at the Village Building 3  
Contract Number FD-15-026**

## **Waiver of Mandatory Pre-bid Meeting Attendance**

The work/ clarification/ answers listed in this addenda shall be considered part of the Bid/ RFP document for the referenced project/ product/ services, etc.

**With immediate effect, requirement of the attendance of mandatory pre-bid meeting for subject ITB has been waived.**

Attendee	Company Information	Attach Business Card
<p>Printed Name: <u>Sarah Russ</u></p> <p>Signature: <u><i>Sarah Russ</i></u></p> <p>Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Primary Contact: _____</p>	<p>Company: <u>The Whayland Company</u></p> <p>Email: <u>sarah@whayland.com</u></p> <p>Phone: <u>302-362-3642</u></p> <p>Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>	 <p><b>Sarah Russ</b>                  Business Development Manager</p> <p>100 West 10th Street                  Laurel, DE 19956                  sarah@whayland.com</p> <p>Office: 302-875-5445                  Fax: 302-875-5581                  Cell: 302-362-3642</p>
<p>Printed Name: <u>Greg Thompson</u></p> <p>Signature: <u><i>Greg Thompson</i></u></p> <p>Primary Contact: <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Primary Contact: _____</p>	<p>Company: <u>Conventional Builders Inc</u></p> <p>Email: <u>conventionalbuilders@comcast</u></p> <p>Phone: <u>302-422-2429</u></p> <p>Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>	 <p>COMMERCIAL                  RESIDENTIAL                  INDUSTRIAL                  ALL TYPE STRUCTURES</p> <p><b>Conventional Builders, Inc.</b>                  - GENERAL CONTRACTORS -                  P.O. BOX 47 HOUSTON, DELAWARE 19954</p> <p>846 SCHOOL STREET                  PHONE (302) 422-2429                  FAX (302) 422-2135                  conventionalbuilders@comcast.net</p> <p>GREGORY D. THOMPSON                  Treasurer</p>
<p>Printed Name: <u>Chalid Zerrad</u></p> <p>Signature: <u><i>Chalid Zerrad</i></u></p> <p>Primary Contact: <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Primary Contact: _____</p>	<p>Company: <u>DSY</u></p> <p>Email: _____</p> <p>Phone: _____</p> <p>Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO</p>	

<p>Printed Name: <u>Bernard PRATT</u></p> <p>Signature: <u>Bernard Pratt</u></p> <p>Primary Contact: <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Primary Contact: _____</p>	<p>Company: <u>DSU</u></p> <p>Email: _____</p> <p>Phone: _____</p> <p>Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO</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>	
<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>	