



DELAWARE STATE UNIVERSITY

OFFICE OF FACILITIES, PLANNING & CONSTRUCTION

1200 N. DuPont Highway
Dover, Delaware 19901-2277

Addendum #01

Date: 9/29/2020

Project: Jason Library Office Renovation

Contract: PC-20-001

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. None

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 attendees. **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

William C. Jason Library
1200 N. DuPont Highway
Dover, Delaware 19901

Project: PC-20-001 - Jason Library 2nd Floor Offices

Pre-bid Meeting Minutes

MEETING DATE: 09/25/2020 MEETING TIME: 10:00 AM - 11:00 AM

MEETING LOCATION: DSU

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
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Attendee Sign-In

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Sign-In Sheet				Open
<p>Description: Pre-bid meeting is none mandatory. Sign-in sheet will be distributed via addendum.</p>						

Responsible Parties

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	Procurement Contacts				Open
<p>Description:</p> <ol style="list-style-type: none"> DSU: Khalid Zerrad, Sr. Project Manager A/E of Record: Studio JAED 						

Project Explanation

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

Project Requirements

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
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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 William C. Jason Library if there are any discrepancies or questions with the content of these minutes.

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: <ul style="list-style-type: none"> 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). 						
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.						

Bid Submission

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Submission Deadline				Open
Description: Bids will be accepted until 11/4/2020 , via email, refer to RFP.						

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 10/9/2020, refer to RFP.						
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:						

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All addendums will be published via State website. bids.delaware.gov

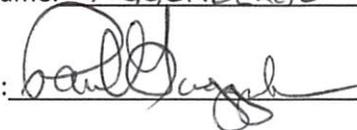
Uncategorized Items

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
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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 William C. Jason Library if there are any discrepancies or questions with the content of these minutes.

PC-20-001 – Jason Library 2nd Floor Office Renovation
 Pre-Bid Meeting Sign-in
 9/25/2020 @ 10:00 AM

Attendee	Company Information	Attach Business Card
Printed Name: <u>Kurt Vandenberg</u> Signature: <u></u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: <u>EDIS</u> Email: <u>KURT@EDISCompany.com</u> Phone: <u>302-421-5700</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: ^{PAUL} <u>GUGGENBERGER</u> Signature: <u></u> Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Primary Contact: _____	Company: <u>STUDIOJAED</u> Email: <u>guggenbergerp@studiojaed.com</u> Phone: <u>302 832 1652</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

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 9/25/2020 @ 10:00 AM

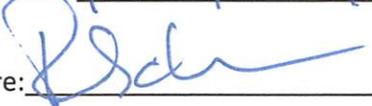
<p>Printed Name: <u>Robert Niblett</u></p> <p>Signature: <u></u></p> <p>Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Primary Contact: _____</p>	<p>Company: <u>Milestone Const</u></p> <p>Email: <u>R.Niblett@milestonede.com</u></p> <p>Phone: <u>302 442 4252</u></p> <p>Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO</p>	
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Attendee	Company Information	Attach Business Card
<p>Printed Name: <u>STEVEN SIEJA</u></p> <p>Signature: <u></u></p> <p>Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Primary Contact: _____</p>	<p>Company: <u>MILESTONE CONST CO. INC.</u></p> <p>Email: <u>SSIEJA@MILESTONEDE.COM</u></p> <p>Phone: <u>302.442.4252</u></p> <p>Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>	

PC-20-001 – Jason Library 2nd Floor Office Renovation
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<p>Printed Name: <u>Brian Smith</u></p> <p>Signature: <u></u></p> <p>Primary Contact: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>Primary Contact: <u>Josh Titter</u></p>	<p>Company: <u>W.B. Meyer</u></p> <p>Email: <u>bsmith@businessmovesolutions.com</u></p> <p>Phone: <u>302-353-9220</u></p> <p>Email Bid Updates: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>	
<p>Printed Name: <u>CHRIS LUCK</u></p> <p>Signature: <u></u></p> <p>Primary Contact: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>Primary Contact: <u>JOSH TITTER</u></p>	<p>Company: <u>WILLIAM B. MEYER</u></p> <p>Email: <u>J.TITTER@WILLIAM.B.MEYER.COM</u></p> <p>Phone: <u>(302) 324-0080</u></p> <p>Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>	
Attendee	Company Information	Attach Business Card

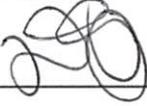
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<p>Printed Name: <u>Robin Schurman</u></p> <p>Signature: <u></u></p> <p>Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Primary Contact: _____</p>	<p>Company: <u>BRs Consulting</u></p> <p>Email: <u>robin@brsconinc.com</u></p> <p>Phone: <u>302-786-2326</u></p> <p>Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>	
<p>Printed Name: <u>Kimberly Bantz</u></p> <p>Signature: <u></u></p> <p>Primary Contact: <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Primary Contact: _____</p>	<p>Company: <u>STUDIED JAMES</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>MARK TALMO</u></p> <p>Signature: <u></u></p> <p>Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Primary Contact: <u>302-256-6632</u></p>	<p>Company: _____</p> <p>Email: _____</p> <p>Phone: _____</p> <p>Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO</p>	

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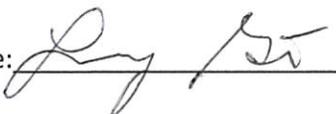
Attendee	Company Information	Attach Business Card
Printed Name: <u>Dance Morrow</u> Signature: <u><i>Dance Morrow</i></u> Primary Contact: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Primary Contact: <u>Corey Nicholer</u>	Company: <u>Delmarva Veteran Builders</u> Email: <u>Estimating@delmarvaveteranbuilders.com</u> Phone: <u>443-736-1584</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Printed Name: <u>Anise Viening</u> Signature: <u><i>Anise Viening</i></u> Primary Contact: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Primary Contact: <u>Jane Best-Wick</u>	Company: <u>Bancroft</u> Email: <u>Jane@bancroftusa.com</u> Phone: <u>302-254-6406</u> Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

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<p>Printed Name: <u>Don Culp</u></p> <p>Signature: <u></u></p> <p>Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Primary Contact: _____</p>	<p>Company: <u>Delco Alarm Sys LLC</u></p> <p>Email: <u>DCulp@DelcoAlarm.com</u></p> <p>Phone: <u>610 636-9677</u></p> <p>Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO</p>	
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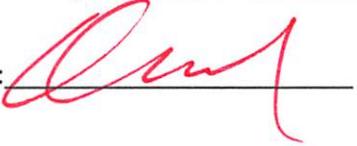
Attendee	Company Information	Attach Business Card
<p>Printed Name: _____</p> <p>Signature: _____</p> <p>Primary Contact: <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Primary Contact: _____</p>	<p>Company: _____</p> <p>Email: _____</p> <p>Phone: _____</p> <p>Email Bid Updates: <input type="checkbox"/> YES <input type="checkbox"/> NO</p>	

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<p>Printed Name: <u>Larry Bathon</u></p> <p>Signature: <u></u></p> <p>Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Primary Contact: <u>L. Bathon</u></p>	<p>Company: <u>LC Bathon Builders</u></p> <p>Email: <u>lbathon@batborbuilders.com</u></p> <p>Phone: <u>410 398 0900</u></p> <p>Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>	
<p>Printed Name: <u>Kyle Callahan</u></p> <p>Signature: <u></u></p> <p>Primary Contact: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Primary Contact: <u>Kyle Callahan</u></p>	<p>Company: <u>The Whayland Company</u></p> <p>Email: <u>Kyle@Whayland.com</u></p> <p>Phone: <u>302-875-5445 102</u></p> <p>Email Bid Updates: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>	

Attendee	Company Information	Attach Business Card
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PC-20-001 – Jason Library 2nd Floor Office Renovation
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<p>Printed Name: <u>Khalid Zerrad</u></p> <p>Signature: </p> <p>Primary Contact: <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Primary Contact: _____</p>	<p>Company: <u>Delaware State University</u></p> <p>Email: <u>kzerrad@desu.edu</u></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>	