



# DELAWARE STATE UNIVERSITY

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OFFICE OF PLANNING & CONSTRUCTION

1200 N. DuPont Highway  
Dover, Delaware 19901-2277

## Addendum # 01

Date: May 10, 2017

Project: Pave & Rehab – Frontage Road (Entrance to College Road)

Contract: FD-15-084

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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.

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### **Clarifications:**

1. See revised Bid Form below

### **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.**
3. Revised Bid form. **See attached.**

**Questions and Answers:**

1. **Question:**

**Answer:**

END

Main Campus  
1200 North Dupont Highway  
Dover, Delaware 19901  
Phone: (302) 857-6232

**Project:** FD-15-084 - Pave & Rehab - Frontage Road (Entrance to College Road)  
1200 North DuPont Highway  
Dover, Delaware 19901

## Pre-Bid Meeting Minutes

**MEETING DATE:** 05/09/2017

**MEETING TIME:** 10:00 AM - 11:00 AM

**MEETING LOCATION:** Facilities Building

### OVERVIEW:

The scope of the Contract includes but is not limited to the following: It is the intent of Delaware State University to select a qualified contractor to provide services related to the site improvements and to the milling and paving of the existing road extending from the entrance of gate one on College Road to the Administration Building and as per drawings and bid documents.

### NOTES:

### ATTACHMENTS:

### ATTENDEES:

Name	Company	Phone Number	Email	Attendance
Bret Martine	Century Engineering, Inc.	Tel: (302) 734-9188 ext. 2125	bmartine@centuryeng.com	For Distribution Only
Mike Pennington	Century Engineering, Inc.	Tel: (302) 734-9188	mpennington@centuryeng.com	Present
J. D. Bartlett	Delaware State University	Tel: (302) 857-7144	jbartlett@desu.edu	Present
Khalid Zerrad	Delaware State University	Tel: (302) 857-7085	kzerrad@desu.edu	Present

### Attendee Sign-In

No	Title	Assignment	Due Date	Priority	Status
1.1					Open

**Description:**

Sign-in sheet was circulated. All attendees are signed in. Sign-in sheet will be distributed as part of Addendum #1.

### Responsible Parties:

No	Title	Assignment	Due Date	Priority	Status
1.2					Open

**Description:**

1. DSU: J.D. Bartlett, AVP for Capitol Planning, Development, Energy, and Environmental Management
2. DSU: Khalid Zerrad, Construction Project Manager
3. Century Engineering: Mike Pennington

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 Main Campus if there are any discrepancies or questions with the content of these minutes.

**Explanation of the project:**

No	Title	Assignment	Due Date	Priority	Status
1.3					Open

**Description:**

As outlined in the Bid Advertisement. All documents can be obtained through Procore or email to [constructionbid@desu.edu](mailto:constructionbid@desu.edu) Construction Schedule Earliest Start of Construction Date – **Monday, June 12, 2017** Substantial Completion Date – **Thursday, August 31, 2017** (subject to change and dependent upon equipment lead time if any)

**Project Requirements:**

No	Title	Assignment	Due Date	Priority	Status
1.4					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. The State of Delaware Prevailing Wage Regulations DO NOT apply to this project. Refer to the project manual for further information. State of Delaware drug testing regulations for large public works projects shall apply to this project.

1. There were no questions from the contractors related to the drug testing reporting requirements.

**Bid Form Review:**

No	Title	Assignment	Due Date	Priority	Status
1.5					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. 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	Title	Assignment	Due Date	Priority	Status
1.6					Open

**Description:**

Bids will be accepted until **Wednesday, May 24, 2017** no later than 3:00 PM EST at the Facilities Management Building Office 101.

**Document Interpretations or Questions:**

No	Title	Assignment	Due Date	Priority	Status
1.7					Open

**Description:**

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.

Submit all requests and questions, in writing via email, no later than **Wednesday, May 17, 2017 by 4:00 pm.**

**Addenda**

No	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 Main Campus if there are any discrepancies or questions with the content of these minutes.

1.8					Open
<b>Description:</b> The final addendum will be issued on, or before <b>Monday, May 22, 2017</b> by the close of business.					

Question and Answers					
No	Title	Assignment	Due Date	Priority	Status
1.9					Open
<b>Description:</b> <b>Question:</b>  <b>Answer:</b>					

Conclusion					
No	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 Main Campus if there are any discrepancies or questions with the content of these minutes.



**BID FORM**

**Project:** FD-15-084 – Pave & Rehab – Frontage Road (Entrance to College Road)

**Location:** Delaware State University  
MAIN, CAMPUS  
1200 NORTH DUPONT HWY  
DOVER, DELAWARE

**For Bids Due:** MAY 24, 2017, 3:00PM

**To:** Delaware State University  
Facilities Bldg,  
Office 101  
1200 N. DuPont Highway  
Dover, DE 19901-2277  
Attn: Zafar Chaudhrey  
Associate Vice President

**Name of Bidder:** \_\_\_\_\_

**Delaware Business License No.:** \_\_\_\_\_ **Taxpayer ID No.:** \_\_\_\_\_  
**(A copy of Bidder’s Delaware Business License must be attached to this form.)**

**(Other License Nos.):** \_\_\_\_\_

**Phone No.:** (        ) \_\_\_\_\_ - \_\_\_\_\_ **Fax No.:** (        ) \_\_\_\_\_ - \_\_\_\_\_

The undersigned, representing that he has read and understands the Bidding Documents and that this bid is made in accordance therewith, that he has visited the site and has familiarized himself with the local conditions under which the Work is to be performed, and that his bid is based upon the materials, systems and equipment described in the Bidding Documents without exception, hereby proposes and agrees to provide all labor, materials, plant, equipment, supplies, transport and other facilities required to execute the work described by the aforesaid documents for the lump sum itemized below:

\$ \_\_\_\_\_ (Written Out).

(\$ \_\_\_\_\_) (Figures).

[This price includes all allowances as documented within the project manual.]

**A. ALTERNATES (Note: project is NOT subject to prevailing wages)**

1. Alternates: Alternate prices conform to applicable project specification section. Refer to the drawing specifications for a complete description of the following Alternates. An “ADD” or “DEDUCT” amount is indicated by the crossing out the part that does not apply.

- a. **Alternate #1:** Frontage Road Mill and Pave Net - ADD / DEDUCT
  - \_\_\_\_\_ (Figures).
  - \_\_\_\_\_ (Written Out).
  
- b. **Alternate #2:** Administration Building Loop Mill and Pave Net - ADD / DEDUCT
  - \_\_\_\_\_ (Figures).
  - \_\_\_\_\_ (Written Out).
  
- c. **Alternate #3:** Frontage Road ADA Ramp Upgrades Net - ADD / DEDUCT
  - \_\_\_\_\_ (Figures).
  - \_\_\_\_\_ (Written Out).
  
- d. **Alternate #4:** Admin Building Crosswalks and Signing Net - ADD / DEDUCT
  - \_\_\_\_\_ (Figures).
  - \_\_\_\_\_ (Written Out).
  
- e. **Alternate #5:** College Road Entrance Pavement Net - ADD / DEDUCT
  - \_\_\_\_\_ (Figures).
  - \_\_\_\_\_ (Written Out).

**B. UNIT PRICES**

1. Unit prices conform to applicable project specification section. Refer to the specifications for a complete description of the following Unit Prices:

	<u>ADD</u>	<u>DEDUCT</u>
UNIT PRICE No. 1: _____ (BRIEF DESCRIPTION) _____	\$ _____	\$ _____
UNIT PRICE No. 2: _____ (BRIEF DESCRIPTION) _____	\$ _____	\$ _____
UNIT PRICE No. 3: _____ (BRIEF DESCRIPTION) _____	\$ _____	\$ _____

**C. WORK SCHEDULE**

1. We understand that this contract is governed by liquidated damages and that submission of this bid is acceptance of the proposed contract completion date. Our proposed detailed project schedule shows more fully the sequence of activities necessary to meet the specified schedule. The project schedule is a required attachment of a complete bid and failure to submit a viable schedule will be a justifiable reason to deem the bid as incomplete.
  
2. I/We can begin work \_\_\_\_\_ calendar days after notification of award and will require \_\_\_\_\_ calendar days thereafter to complete the work. Work on the project will begin \_\_\_\_\_ calendar days after Letter of Intent.
  
3. Alternative Work Hours

Work during "regular hours" at this site is being performed on a single shift, eight hours per day, 7:30 AM to 4:30 PM, and five days per week, Monday through Friday. To meet the schedule established on the basis of Item 1 above, our proposed work hours will be \_\_\_\_ hours per day, \_\_\_\_ AM to \_\_\_\_ PM, and \_\_\_\_ days per week, \_\_\_\_\_ through \_\_\_\_\_ the cost of which is reflected in our lump sum price. Our lump sum price also includes any mandatory off-hours work required per special conditions.

D. SITE SUPERINTENDANT

We propose to use \_\_\_\_\_ as our site superintendent. A resume of his/her qualifications is attached.

We understand that DSU reserves the right to interview him/her prior to contract award/prior to start of work and to reject him/her if not considered acceptable. If rejected, we will propose alternate personnel for the position who will be subject to the same review and acceptance procedure, at no increase in our lump sum proposal.

We also understand DSU reserves the right to reject our bid if we are unable to provide a site supervisor acceptable to DSU within thirty (30) calendar days after submission of this bid.

E. REMARKS

1. I/We acknowledge Addendums numbered \_\_\_\_\_ and the price(s) submitted include any cost/schedule impact they may have.
2. This bid shall remain valid and cannot be withdrawn for thirty (30) days from the date of opening of bids (60 days for School Districts and Department of Education), and the undersigned shall abide by the Bid Security forfeiture provisions. Bid Security is attached to this Bid.
3. The Owner shall have the right to reject any or all bids, and to waive any informality or irregularity in any bid received.
4. This bid is based upon work being accomplished by the Sub-Contractors named on the list attached to this bid.
5. Should I/We be awarded this contract, I/We pledge to achieve substantial completion of all the work within \_\_\_\_\_ calendar days of the Notice to Proceed.
6. Our Bid Price(s) are firm based on contract award within thirty (30) calendar days of the date of submittal of this bid.
7. I/We understand that we will not be compensated at a later date for claimed additional costs based on any information received during the bid period, but which is not identified in our proposal and subsequently accepted in writing by DSU.

The undersigned represents and warrants that he has complied and shall comply with all requirements of local, state, and national laws; that no legal requirement has been or shall be violated in making or accepting this bid, in awarding the contract to him or in the prosecution of the work required; that the bid is legal and firm; that he has not, directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken action in restraint of free competitive bidding.

Upon receipt of written notice of the acceptance of this Bid, the Bidder shall, within twenty (20) calendar days, execute the agreement in the required form and deliver the Contract Bonds, and Insurance Certificates, required by the Contract Documents.

I am / We are an Individual / a Partnership / a Corporation

By \_\_\_\_\_ Trading as \_\_\_\_\_  
(Individual's / General Partner's / Corporate Name)  
\_\_\_\_\_  
(State of Corporation)

Business Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Witness:** \_\_\_\_\_ **By:** \_\_\_\_\_  
(SEAL) ( Authorized Signature )  
\_\_\_\_\_  
( Title )  
**Date:** \_\_\_\_\_

- ATTACHMENTS**
- Sub-Contractor List
  - Non-Collusion Statement
  - Bid Security
  - Construction Schedule
  - Resume of Site Superintendent
  - (Others as Required by Project Manuals)

STATE OF DELAWARE  
OFFICE OF MANAGEMENT AND BUDGET

**BID BOND**

TO ACCOMPANY PROPOSAL  
(Not necessary if security is used)

KNOW ALL MEN BY THESE PRESENTS That: \_\_\_\_\_  
\_\_\_\_\_ of \_\_\_\_\_ in the County of \_\_\_\_\_  
and State of \_\_\_\_\_ as **Principal**, and \_\_\_\_\_  
\_\_\_\_\_ of \_\_\_\_\_ in the County of \_\_\_\_\_ and State of \_\_\_\_\_  
as **Surety**, legally authorized to do business in the State of Delaware (“**State**”), are held and firmly unto the **State**  
in the sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_),  
or \_\_\_\_\_ percent not to exceed \_\_\_\_\_  
\_\_\_\_\_ Dollars (\$\_\_\_\_\_) of amount of bid on Contract No. \_\_\_\_\_, to be  
paid to the **State** for the use and benefit of \_\_\_\_\_ (*insert State agency  
name*) for which payment well and truly to be made, we do bind ourselves, our and each of our heirs, executors,  
administrators, and successors, jointly and severally for and in the whole firmly by these presents.

NOW THE CONDITION OF THIS OBLIGATION IS SUCH That if the above bonded **Principal** who has  
submitted to the \_\_\_\_\_ (*insert State agency name*) a certain proposal to  
enter into this contract for the furnishing of certain material and/or services within the **State**, shall be awarded this  
Contract, and if said **Principal** shall well and truly enter into and execute this Contract as may be required by the  
terms of this Contract and approved by the \_\_\_\_\_ (*insert State  
agency name*) this Contract to be entered into within twenty days after the date of official notice of the award  
thereof in accordance with the terms of said proposal, then this obligation shall be void or else to be and remain in  
full force and virtue.

Sealed with \_\_\_\_\_ seal and dated this \_\_\_\_\_ day of \_\_\_\_\_ in the year of our Lord two  
thousand and \_\_\_\_\_ (20\_\_\_\_).

SEALED, AND DELIVERED IN THE  
Presence of

\_\_\_\_\_  
Name of Bidder (Organization)

Corporate  
Seal

By:

\_\_\_\_\_  
Authorized Signature

Attest \_\_\_\_\_

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name of Surety

Witness: \_\_\_\_\_

By:

\_\_\_\_\_  
\_\_\_\_\_  
Title

**SUBCONTRACTOR LIST**

In accordance with Title 29, Chapter 6962 (d)(10)b Delaware Code, the following sub-contractor listing must accompany the bid submittal. The name and address of the sub-contractor **must be listed for each category** where the bidder intends to use a sub-contractor to perform that category of work. In order to provide full disclosure and acceptance of the bid by the *Owner*, **it is required that bidders list themselves as being the sub-contractor for all categories where he/she is qualified and intends to perform such work.**

<b><u>Subcontractor Category</u></b>	<b><u>Subcontractor</u></b>	<b><u>Address (City &amp; State)</u></b>	<b><u>Subcontractors tax payer ID # or Delaware Business license #</u></b>
1. <u>Milling and Overlay</u>	_____	_____	_____
2. <u>Utilities</u>	_____	_____	_____
3. <u>Striping</u>	_____	_____	_____
4. <u>Concrete Work</u>	_____	_____	_____
5. <u>MOT</u>	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____
8. _____	_____	_____	_____
9. _____	_____	_____	_____

**NON-COLLUSION STATEMENT**

This is to certify that the undersigned bidder has neither directly nor indirectly, entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding in connection with this proposal submitted this date *(to the Office of Management and Budget, Division of Facilities Management)*.

All the terms and conditions of *(Project or Contract Number)* have been thoroughly examined and are understood.

**NAME OF BIDDER:** \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE  
(TYPED):** \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE  
(SIGNATURE):** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**ADDRESS OF BIDDER:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**E-MAIL:** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_

Sworn to and Subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

My Commission expires \_\_\_\_\_. NOTARY PUBLIC \_\_\_\_\_.

**THIS PAGE MUST BE SIGNED AND NOTARIZED FOR YOUR BID TO BE CONSIDERED.**

**AFFIDAVIT OF EMPLOYEE DRUG TESTING PROGRAM**

OMB Regulation 4104 for the Drug Testing of Contractor and Subcontractor Employees Working on Large Public Works Projects requires that Contractors and Subcontractors implement a program of mandatory drug testing for Employees who work on Large Public Works Contracts funded all or in part with public funds.

For more information, please refer to the following link for the full regulation: <http://regulations.delaware.gov/register/september2015/final/19%20DE%20Reg%20207%2009-01-15.pdf>

All the terms and conditions of *OMB Regulation 4104* have been thoroughly examined and are understood. We hereby certify that we have in place or will implement during the entire term of the contract a Mandatory Drug Testing Program for our employees on the jobsite that complies with this regulation:

**Contractor/Subcontractor Name:** \_\_\_\_\_

**Contractor/Subcontractor Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Authorized Representative (typed or printed):** \_\_\_\_\_

**Authorized Representative (signature):** \_\_\_\_\_

**Title:** \_\_\_\_\_

Sworn to and Subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

My Commission expires \_\_\_\_\_. NOTARY PUBLIC \_\_\_\_\_.

**AN AFFIDAVIT SHALL BE PROVIDED BY THE BIDDER AND ALL SUBCONTRACTORS IDENTIFIED IN ATTACHED SUBCONTRACTOR LIST. STATEMENT(S) MUST BE SIGNED AND NOTARIZED FOR YOUR BID TO BE CONSIDERED.**

Name	Company	E-Mail	Subcontractor
Dave Felchack Jr	David A. Bramble Inc.	dfelchack@davidabrambleinc.com	Yes <input type="checkbox"/> No <input type="checkbox"/>
Jim Deptula	George & Lynch, Inc.	jdeptula@geolyn.com	Yes <input type="checkbox"/> No <input type="checkbox"/>
Tab Book	Ralph Cahell & Son	Tab@rcspaving.com	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
ERIC PARKS	JERRY'S INC.	eparks@jerryspaving.com rob@jerryspaving.com	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Shaun Rodgers	Reybold Construction	srodgers@reybold.com	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Vicki Frischkorn	Gateway Construction	gwcdool@gmail.com	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
MIKE PENNINGTON	CENTURY ENG	MPENNINGTON@CENTURYENG.COM	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Khalid Zerrad	DSM		Yes <input type="checkbox"/> No <input type="checkbox"/>
J.D. BARTLETT	DSU.		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Josh Bacon	A-DEL	JKenske@a-del.com	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Bobby Wilson	US Veteran Builder	usveteranbuilder@gmail.com	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Sushma Cheruku	Guardian Construction	sushma@guardianco.com	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>
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			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>

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Fax: (302) 453-9550



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New Castle, DE 19720

**Sushma Cheruku, PMP**

Estimator / Project Manager

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