



315 S. Chapel St.
Newark, DE 19711
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PRE-BID MEETING SUMMARY
TROOP 2 – HVAC RENOVATIONS
OMB/DFM # MC1002000243
ADDENDUM #1

ATTENDEES:

See attached sign in sheet.

GENERAL STATEMENT:

A. The Mandatory Pre-bid meeting was held at Delaware State Police Troop 2, 101 Lagrange Avenue, Newark, Delaware on Tuesday, December 1, 2015, at 9:30 AM.

ITEMS DISCUSSED:

A. Key dates

1. Bid Due – Thursday, December 17, 2015, as described in the Invitation to Bid within the project manual.
2. Bid Opening – Thursday, December 17, 2015 at 2:00 PM.
3. Questions and substitution submission deadline – Thursday, December, 10, 2015.

B. Key topics

1. Bids
 - a. The contractor must use the bid bond and bid form supplied in this addendum. The bid form must be submitted in triplicate
 - b. Make sure you identify your project name on the front of your envelope when you submit your bid.
2. Building Access
 - a. A walk thru will be conducted on Wednesday December 9, 2015 at 9:00 am. Meet in the lobby of Troop 2.
3. Clarifications
 - a. All questions must be submitted in writing and must be faxed to Delaware Engineering and Design Corporation, Attn: John Farina, Fax 302 738-7175 or E-mailed to jfarina@dedc-eng.com. Phone calls will not be accepted.
 - b. All permits required for this effort to be obtained by the contractor.
 - c. Contractor shall have full time superintendent or working foreman on site while work is being completed.
 - d. This is a Prevailing Wage project.

C. Subcontractor Listing

1. There are now 5 subcontractor listings on this project: Mechanical, Plumbing, Controls, Testing and Balancing, and Electrical. These Subcontractors are identified on the attached bid form.
2. Be sure to list your company name if your company is performing this work.
3. All companies listed must be registered in the State of Delaware to perform this work.



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D. Meetings

1. There will be progress meetings on this project every 2 weeks on a specific day and time, to be determined at the kick off meeting.
2. Contractors shall provide 3 – week look ahead schedule at each meeting to indicate work areas and shut downs.

E. Addendum #1

1. Pre-Bid Meeting Summary (this document) (2 pages)
2. Bid Form (4 pages)
3. Sign in sheet (3 pages)

Summarized By: DEDC, LLC
John R. Farina, P.E.

Date: December 4, 2015

DELAWARE STATE POLICE TROOP 2 HVAC RENOVATIONS
BEAR DELAWARE
OMB/DFM # MC1002000243

BID FORM

I/We acknowledge Addendums numbered _____ and the price(s) submitted include any cost/schedule impact they may have.

This bid shall remain valid and cannot be withdrawn for sixty (60) days from the date of opening of bids, and the undersigned shall abide by the Bid Security forfeiture provisions. Bid Security is attached to this Bid.

The Owner shall have the right to reject any or all bids, and to waive any informality or irregularity in any bid received.

This bid is based upon work being accomplished by the Sub-Contractors named on the list attached to this bid.

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.

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
- (Others as Required by Project Manuals)

DELAWARE STATE POLICE TROOP 2 HVAC RENOVATIONS
BEAR DELAWARE
OMB/DFM # MC1002000243

BID FORM

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.**

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City & State)</u>	<u>Subcontractors tax payer ID # or Delaware Business license #</u>
1. MECHANICAL	_____	_____	_____
2. PLUMBING	_____	_____	_____
3. TAB	_____	_____	_____
4. CONTROLS	_____	_____	_____
5. ELECTRICAL	_____	_____	_____

BID FORM
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 OMB/DFM # MC1002000268 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 TBD 20____.

My Commission expires TBD. NOTARY PUBLIC _____.

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

STATE OF DELAWARE
Troop 2 - HVAC
December 1, 2015

Name	Company	Phone	Fax	E-mail
John Farina	DEDC	302-738-7172	302-738-7175	jfarina@dedc-eng.com
Matt Celata	Preferred Electric	302-322-9568	302-322-5378	mdcelata@preferredinc.net
Frank Lerro	Whiting-Turner	302-292-0676	302-292-0683	frank.lerro@whiting-turner.com
Ken Vandegrift	C+D	302-764-2020	302-764-7585	Kvandegrift.cd@verizon.net
Andy Baker	Schlossor & Assoc.	302-738-733	302-738-5692	abakersa@hotmail.com
Michael Helm	Radius Systems	610-388-9940	610-388-9945	mhelm@radiusystemsllc.com
Michael Gaffney	GEM Mechanical	610-361-9667	610-361-9677	mike@gemmsi.com
Steve Browning	Pro Works, Inc.	302-221-4200	302-221-4201	steve.browning@proworksinc.net
Mimi Allen	Gaudelli Bros, Inc.	856-825-0636	856-327-8864	mimi@gaudellibros.com
Rick Oakley	Diamond State Eng	302-697-7694	302-697-1328	estimator@diamondstateengineering.com
Dave Ragolia	CNM	302-883-3104	302-883-3194	david.ragolia@cherokee-cnccs.com
Chase Lockard	Modern Controls	302-325-6800		clockard@moderncontrols.com
Rob Rettig	Merit Mechanical	302-366-8601	302-368-4616	Trettig@meritmech
Jose Waybright	East Coast Plumbing	302-266-0530	302-266-2532	jose@ecph.net
Adam Shub	Flo Mechanical	302-239-7299		adams@flomechanical.com

