

BERNARDON

ARCHITECTURE
INTERIOR DESIGN
LANDSCAPE ARCHITECTURE

PRE-BID MEETING MINUTES and ADDENDUM NO. 1

Project Name: DVH- Gold Wing Bathing Suite Renovations
Project No.: 8216.27-16
St. of DE Contract No.: MC 2009000013
Location: Delaware Veterans Home, Milford, DE
Date: March 1, 2017, 10:00 AM

Present for: State of Delaware
Office of Management and Budget
Department of Facilities Management (OMB/DFM)
Mr. Larry Schrock

Delaware Veterans Home (DVH)
Ms. Sandy Groff
Mr. William Peterson

Bernardon
Robin E. Tait, IIDA

The purpose of the meeting was to introduce the parties involved, review the intended scope, and walk the site to gain knowledge of the existing conditions.

The topics discussed were as follows:

PRE-BID MEETING:

- 1.1 Bernardon explained the agenda and purpose of the meeting.
- 1.2 Bernardon outlined the proposed scope of the project. Bathing suite renovations shall include:
 - a. Convert and renovate an existing double occupancy resident room into new resident bathing suite.
 - b. Planned modifications to existing HVAC, Plumbing and Electrical, Fire alarm and sprinkler system.
 - c. Re-designed toilet room and plumbing fixtures.
 - d. Bathing suite shall include new tub, shower and shampoo sink.
- 1.3 Gold Wing residents' hall will be vacated by April 1, 2017. All construction will be during regular business hours.



- 1.4 Bernardon reviewed the sub-contractors list as follows: HVAC, Plumbing, Electrical, Fire Alarm, Sprinkler Systems, Flooring, Bathing Suite and Toilet Room accessories, Drywall and Casework.
- 1.5 Fire Marshal and local municipality reviews and/or permits shall be handled by awarded bidder.
- 1.6 If additional site tours are needed before bid due dates, please contact Sandy Groff 302-424-8520 or Bill Peterson 302-424-6010 to make arrangements for access.
- 1.7 Bernardon distributed copies of the plans and specification booklets to bidders with payment. Copies are available at Bernardon's office located 123 Justison Street, Suite 101, Wilmington, DE 19801. Sets are \$90/each. If bidders would like an electronic copy of the documents they are available if payment is received for a paper copy.

ADDENDUM NO.1

- 1.1 Gold Wing corridor will have direct double door access to the back drive for loading and contractor entry. All construction deliveries shall use this access point. Delivery and/or removal of materials from any other entrance will not be permitted.
- 1.2 The awarded bidder shall be given temporary badge access and parking in the main lot.
- 1.3 The awarded bidder must protect existing corridor conditions during construction. This includes flooring, walls, handrails, doors/hardware and ceilings.
- 1.4 There is no area in the front parking lot for a dumpster. A dumpster can be set up on the grass area outside of the Gold Wing. However, any repairs that would be needed due to the dumpster would be the responsibility of the contractor.
- 1.5 The existing Fire Alarm contractor is Hoopes Fire Protection.
- 1.6 The existing sprinkler contractor is Hoopes Fire Protection.

The meeting was adjourned at 10:45. Bids are due Friday, March 17, 2017.



Pre Bid Meeting Minutes and Addendum No. 1
DVH- Gold Wing Bathing Suite Renovations

March 1, 2017
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Anyone taking exception or noting omissions in these meeting minutes shall notify the Architect in writing following receipt of the minutes. Otherwise, it is assumed all parties accept these minutes as recorded.

Respectfully submitted,

Robin E. Tait, IIDA
Director of Interior Design
Bernardon
A Delaware LLC

RET/mn

Enclosure

cc: All attendees

SIGN-IN SHEET
Delaware Veterans Home - Gold Wing Bathing Suite

PRE-BID MEETING
Wednesday, March 1, 2017, 10:00 am @ Delaware Veterans Home, 100 Delaware Veterans Blvd, Milford, DE

No.	Name	Representing	Phone No.	E-Mail Address
1	Robin E. Tait	Bernardon	302-622-9550	rtait@bernardon.com
2	Brittany Thompson	Conventional Builders	302-442-2429	conventionalbuilders@comcast.net
3	Robin Schurman	BR S Consulting, Inc.	302-786-2326	robin@brsconinc.com
4	Chp Greuber	Schlosser + Assoc.	302-738-7333	abaker ^(A) @hotmail.com
5	Veret Fountain	Nationwide Flagging Corp.	302-363-8546	dfountain99@outlook.com
6	DOUGLAS O'HENRY	CAD Contractors	302-764-8013	Kvande@ripc0@verizon.net
7				
8				
9				
10				

PLAN HOLDERS
 Delaware Veterans Home
 Gold Wing Bathing Suite

BIDS DUE: 11 AM, March 17, 2017 at DIVISION OF FACILITIES MANAGEMENT, DOVER DE

PRE-BID MEETING: 10:00 AM, Wednesday, March 1, 2017 at Delaware Veterans Home

100 Delaware Veterans Boulevard, Milford, DE

Cost per Set: \$90.00

No.	Company Name Contact Person	Address	Phone No.	Fax No./E-Mail	Amt. Paid	Add 1	Add 2	Add 3
1	LARRY SCHROCK CMB/DEVA	DOVER	739-5644	larry.schrock@state.de.us				
2	BOB CURRIE BUENARRIZ & SON	PO Box 203 MILFORD 19968	381-0609	bcu@buena.com				
3	Delmarva Service Barry Joseph	26742 Shonthyrd Georgetown De	302-462-8700	delsero66@gmail.com	PD			
4	AmaKor Inc Steve Seabro	72 E. Inlor St. Delaware City DE 19706 P.O. Box 136	302-834-8664	302-834-8681 AmaKor@aol.com	PD			
5	Diamond State Engineers Jim Collier	Dover	302-697-7694	Estimate@DiamondStateEngineering.com				
6	Courtney Stewart	Dover	302-857-4685	Courtney.Stewart@state.de.us				
7								

PLAN HOLDERS
Delaware Veterans Home
Gold Wing Bathing Suite

No.	Company Name Contact Person	Address	Phone No.	Fax No./E-Mail	Amt. Paid	Add 1	Add 2	Add 3
Plan Room	Associated Builders and Contractors Plan Room / Debbie Setting	31 Blevins Dr. New Castle, DE 19720	(302) 328-1111	(302) 323-1122	sent UPS			
Plan Room	Delaware Contractors Association Plan Room / Nancy Handlin	527 Stanton-Christiana Road Newark, DE 19713	(302) 994-7442	(302) 994-8185	sent UPS			
Owner		Division of Facilities Management 540 S. DuPont Highway, Suite 1 Dover, DE 19901						