

*Michael R. Wigley, AIA, LEED®AP  
W. Zachary Crouch, P.E.  
Michael E. Wheedleton, AIA  
Jason P. Loar, P.E.  
Ring W. Lardner, P.E.*

**STOCKLEY CENTER  
BUILDING DEMOLITION  
26351 PATRIOTS WAY  
GEORGETOWN, DELAWARE 19947  
DBF #586B035.P01 ♦ DFM # MC #3511000030**

**AUGUST 25, 2017**

**ADDENDUM NO. 1**

The following items shall become a part of the contract documents. Contractor must acknowledge receipt of this addendum on the Bid Form. Failure to do so may subject the Bidder to disqualification.

- Item No. 1      The pre-bid meeting minutes are attached.
- Item No. 2      Crushing building material is not allowed on site.
- Item No. 3      Clarification: All electrical will need to be removed back to the service panel.

**END OF ADDENDUM**

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**PRE-BID MEETING MINUTES  
STOCKLEY CENTER CAMPUS  
BUILDING DEMOLITION  
SUSSEX COUNTY, DELAWARE  
DBF #586B035.P01 ❖ OMB/DFM# MC3511000030  
AUGUST 24, 2017**

***In Attendance***

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OMB/DFM:	Terri McCall	terri.mccall@state.de.us
DHSS/FAC OPS:	Bob Doughty	robert.doughty@state.de.us
Davis, Bowen & Friedel, Inc.:	Michael Bauman	mpb@dbfinc.com

***Contractor attendees:***

Green Earth Tech:	Ernesto Rodriguez	abe@getgrp.com
Neuber Environmental:	Ed Edwards	ed@neuberenv.com
Thomas Building Group:	Jeff Gonzalez	wbellamy@tbgde.com info@tbgde.com
Design Contracting, Inc.:	Andrew Diffley	ad@designcontracting.com
Yannuzzi Group, Inc.:	Charles Imbimbo	charlie@yannuzzigroup.com
Delphi Engineering & Contracting:	Jim Runyon	jim@delphicontracting.com
United Excavating and Hauling:	J.D. Brighton	mjb@unitedexcavatingmd.com
BW Electric:	Mike Hines	mhines@bwelectricinc.com
Power Plus Electrical Cont., Inc.:	Matt Bailey	mattb337@gmail.com
Lindstrom Excavating:	Kyle Lindstrom	kyle@lindexc.com
Mid Atlantic Dismantlement Corp:	Matt Mitten	matmitten@madcorpde.com

***Items Discussed***

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1. The sign-in sheet was distributed. Attendance at the pre-bid is mandatory for general contractors to submit a bid.
2. All questions during the bidding shall be submitted in writing to Davis, Bowen & Friedel, Inc., attention: Michael Bauman, via email mpb@dbfinc.com or fax (302) 424-0430. Please have requests for information to Michael by the end of business on Wednesday, September 6, 2017.

No addenda will be issued 4 days before the bid deadline, unless to extend the bid.

3. **Bids will be due September 12, 2017 at 10:00 a.m.** in the reception area of the Facilities Management Office in the Thomas Collins Building, 540 S. DuPont Highway, Suite 1 (Third Floor), Dover, DE 19901, attention: Terri McCall. If the bid date and time change, the revised date and time will be issued via written addendum. Please allow extra time when submitting bids to account for possible delays. No late bids will be considered.
4. One (1) original and one (1) copy of the bid must be submitted along with one (1) original of a Bid Bond equal to ten percent of the bid price including alternates, if applicable. A Performance Bond equal to 100 percent of the contract amount must also be posted upon execution of the contract. Bond forms required are in the specifications. No construction schedules are required with the bid. The Bid Bond must be submitted on the form shown in the specifications. The prime bidder must submit a copy of their Delaware Business License with their bids. Failure to do so will cause a bid to be rejected.
5. The subcontractor list must accompany the Bid Form and be fully completed in order to submit a qualifying bid. The prime general contractor and all subcontractors must be licensed to practice their trade in the State of Delaware and the Town of Georgetown at the time of execution of the contract.
6. General Contractors who wish to receive addenda directly and be on the bidders list must purchase a minimum of one (1) set of bid documents from Davis, Bowen & Friedel, Inc. for \$100.00.
7. Working hours will be Monday – Friday, 7 a.m. – 6 p.m. Weekends may be available with 48 hours advanced notice. When working on the weekend, the site superintendent must sign in.
8. Funding: The project is state funded. Prevailing Wage Rates will be required. For bidding purposes, contractors should refer to the rates and benefits included in the specification. The general contractor will be responsible to send wage reports to the Department of Labor.
9. Submissions: The contractor will be responsible all building permit submissions and the associated fees. DNREC has approved this project and a set of those drawings will be given to the awarded contractor.
10. The contractor will be responsible for having a supervisor on-site at all times during work of any subcontractors or their own forces, including punch-list work.
11. The Owner will provide electric and water service. The contractor is responsible for toilet facilities.
12. Criminal background checks are not required.

13. This is a smoke free facility and campus. All smokers must go off grounds to smoke.
14. **An additional walk-through will take place August 31<sup>st</sup> at 10:00 a.m. All attendees are to meet at the maintenance office building (same location as pre-bid).**
15. Drug testing forms must be completed for the general contractor and all subcontractors listed on the bid form.
16. The contractor shall not alter the Bid Form; this will cause a bid to be rejected. If additional subcontractors need to be added, email [mpb@dbfinc.com](mailto:mpb@dbfinc.com) and a new bid form will be issued via addendum.
17. Abatement work is under a separate contract and this work will be completed prior to demolition. If any suspected asbestos material is encountered, stop work immediately and contact DBF.

Any changes, additions or deletions to these minutes should be submitted in writing to Davis, Bowen & Friedel, Inc., within ten (10) days.

Respectfully submitted,  
DAVIS, BOWEN & FRIEDEL, INC.



Michael Bauman, AIA  
Project Architect

Attachment

cc: All attendees  
Mike Sanders