

*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.  
Jamie L. Sechler, P.E.*

**STATE OF DELAWARE  
DEPARTMENT OF HEALTH & SOCIAL SERVICES  
MAC CENTER THERAPY POOL  
AT  
STOCKLEY CENTER  
26351 PATRIOTS WAY  
GEORGETOWN, DELAWARE 19947  
DBF #586B037.H02 ❖ OMB/DFM #MC3511000040**

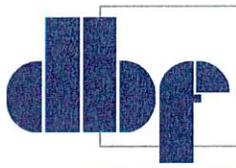
**AUGUST 28, 2019**

**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      A hose bib will be added adjacent to the pool. A revised drawing will be issued with a later addendum.
- Item No. 3      Refer to Drawing M1.1: Note #6 is going to be modified along with the pipe runs. The GC will only be responsible to install conduit for the pool hydraulic hoses which will be installed by others. A revised drawing will be issued with a later addendum.
- Item No. 4      A 2" wide trench drain will be added on the entry side of the pool. A revised drawing will be issued with a later addendum.

**END OF ADDENDUM**



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**PRE-BID MEETING MINUTES  
STOCKLEY CENTER  
THERAPY POOL RENOVATIONS  
26351 PATRIOTS WAY, GEORGETOWN 19947  
DBF #586B037.H02 ❖ OMB/DFM #MC3511000040  
AUGUST 27, 2019**

*In Attendance*

OMB/DFM:	Terri McCall	terri.mccall@delaware.gov
DHSS/FACOPS:	John Fox	john.fox@delaware.gov
Davis, Bowen & Friedel, Inc.:	Michael Bauman	mpb@dbfinc.com

*Contractor attendees:*

See attached sign-in sheet

*Items Discussed*

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 or substitution to Michael by the end of business on September 5, 2019. No addenda will be issued 4 days before the bid deadline, unless to extend the bid.
3. **Bids will be due September 12, 2019 at 2:00 p.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. **To submit a qualifying Bid:**

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| <ol style="list-style-type: none"> <li>a. GC shall complete the <i>Bid Form</i> in its entirety using the <u>most current</u> bid form.</li> <li>b. GC shall submit a <i>Bid Bond</i> equal to 10% of the total bid price.</li> <li>c. A copy of the GC's state business license shall be included.</li> <li>d. A completed <i>Affidavit of Employee Drug Testing Program</i> form for the GC only.</li> </ol> |
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| <ul style="list-style-type: none"><li>e. The <i>Non-Collusion Statement</i> shall be completed and included.</li><li>f. Fully completed subcontractor list.</li></ul> |
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5. 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. 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.
6. 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.
7. The contractor shall not alter the Bid Form; this will cause a bid to be rejected. The subcontractor list was read out loud with no comments. 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
8. 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.
9. 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.
10. 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.
11. Submissions: A Sussex County building permit will be required, the GC will be responsible for all fees.
12. 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.
13. The Owner will provide electric and water service. An area on site will be established for a contractor staging, portable toilets and material storage trailer. No outside storage of building materials will be permitted.
14. Criminal background checks are not required.
15. This is a smoke free facility and campus. All smokers must go off grounds to smoke.
16. **An additional walk-through will take place August 29<sup>th</sup> at 10:00 a.m. or September 3<sup>rd</sup> at 11:00 a.m. All attendees are to meet at the Facility Operations conference room. Please confirm with DBF if you will be attending so arrangements can be made.**

Pre-Bid Meeting Minutes  
Stockley Center – Therapy Pool Renovations  
August 27, 2019  
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17. Contractor to remove debris, trash, and demolition materials daily.
18. The pool and overhead lift will be purchased and installed by the owner. The GC will need to coordinate installation.

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  
Associate / Sr. Architect

Attachment

cc: All attendees  
Natalie Curran  
Danny Episcopo  
Jay Staniszewski

