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PRE-BID MEETING SUMMARY  
EMILY P. BISSELL HOPITAL  
NURSE CALL / WANDER GUARD SYSTEM REPLACEMENT  
OMB/DFM # MC3514000010  
ADDENDUM #1

ATTENDEES:

See attached sign in sheet.

GENERAL STATEMENT:

A. The Mandatory Pre-bid meeting was held at the Emily P. Bissell Hospital, Building "G" in Wilmington, Delaware on Tuesday, September 23, 2014 at 10:00 a.m.

ITEMS DISCUSSED:

A. Key dates

1. **Bid Due – Tuesday, October 14th, 2014 at 2:00 p.m.** in the State of Delaware, Office of Management and Budget, Division of Facilities Management, in Room 011 of the Main Building Annex of the Herman Holloway Campus, 1901 N. DuPont Highway, New Castle, Delaware 19720 as described in the Invitation to Bid of the specifications.
2. **Bid Opening – Tuesday, October 14th, 2014 at 2:00 p.m.** in the State of Delaware, Office of Management and Budget, Division of Facilities Management, in Room 011 of the Main Building Annex of the Herman Holloway Campus, 1901 N. DuPont Highway, New Castle, Delaware 19720 as described in the Invitation to Bid of the specifications. **Questions deadline is October 7, 2014.** All questions must be submitted in writing and must be faxed to DEDC, LLC, Attn: John Farina, Fax 302 738-7175 or E-mailed to [jfarina@dedc-eng.com](mailto:jfarina@dedc-eng.com). Phone calls will not be accepted.

1. Key topics

2. Bids

- a. The contractor must use the bid form supplied in the specifications. 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.

3. Building Access

- a. **An optional walk thru has been scheduled on September 30<sup>th</sup>, 2014 at 10:00 a.m.**  
**Please call Mike Topolski at 302-528-4983 if you plan to do the optional walk thru.**

4. Clarifications

- a. All permits required for this effort to be obtained by the contractor.
- b. Contractor shall have a full time superintendent or working foreman during the duration of the project.
- c. This is a Delaware Prevailing Wage project (New Castle County).



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#### B. Subcontractor Listing

1. There are now (2) subcontractor listings on this project: Electrical and Security. These Subcontractors are identified on the 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.

#### C. 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.

#### D. Items Discussed

1. Working hours: Monday thru Friday 7:00 a.m. to 4:00 p.m.
2. Contractor Badge will be issued while on site
3. Keys will not be issued.
4. Background checks will not be required.
5. No smoking is permitted on site.
6. Delaware Elevator services the existing elevators in the building. Contractor shall be responsible to hire Delaware Elevator to make any necessary connections for the new wander guard system to their existing elevator controller.
7. Advantech Inc. is the security contractor that installed the current access control system in the building.
8. The Owner has requested that the wander guard system and access control upgrades shall be installed in the early stages of the project before the Nurse Call system.

#### E. Addendum #1

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

Summarized By: DEDC, LLC  
David Barton  
Date: 09/25/14

EMILY P. BISSELL HOSPITAL NURSE CALL / WANDER GUARD SYSTEM REPLACEMENT  
 OMB/DFM # MC3514000010

Pre-Bid Sign-in Sheet September 23, 2014

Name	Company	Phone	Fax	E-mail
David Barton	DEDC	302 738 7172	302 738 7175	<a href="mailto:dbarton@dedc-eng.com">dbarton@dedc-eng.com</a>
Mike Ganley	ISG	215 995 2144	610 456 2737	<a href="mailto:michael@isgprotect.com">michael@isgprotect.com</a>
Wayne Comegys	Delcollo Electric	302 994 3400	302 995 1023	<a href="mailto:wayne@delcollo.com">wayne@delcollo.com</a>
Brian Urion	Simplex Grinnell	302 218 5756	302 325 6314	<a href="mailto:burion@simplexgrinnell.com">burion@simplexgrinnell.com</a>
Rob Sharp	Superior Electric	302 658 5949	302 658 5983	<a href="mailto:rob@superiorelectric.biz">rob@superiorelectric.biz</a>
Matt Bailey	Power Plus Electrical	302 736 5070	302 736 5120	<a href="mailto:mattb337@gmail.com">mattb337@gmail.com</a>
Rob Weaver	NEPPS	610 857 4745	610 857 1874	<a href="mailto:rweaver@nepps.com">rweaver@nepps.com</a>
Craig Azevedo	APC	302 893 3362	302 834 1159	<a href="mailto:apc.craig@comcast.net">apc.craig@comcast.net</a>
Mike Romano	Intellicom Systems	856 665 5366	856 665 5096	<a href="mailto:romanom@intellicomsys.com">romanom@intellicomsys.com</a>
Alan Kocenko	EPBH			
Terri McCall	OMB/DFM	302 739 5644		<a href="mailto:terri.mccall@state.de.us">terri.mccall@state.de.us</a>
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