



315 S. Chapel St.
Newark, DE 19711
Phone
302.738.7172
Fax
302.738.7175
www.dedc-eng.com

PRE-BID MEETING SUMMARY
TILTON BUILDING
PATIENT WANDER GUARD SYSTEM REPLACEMENT
OMB/DFM # MC3514000011
ADDENDUM #1- REBID

ATTENDEES:

See attached sign in sheet.

GENERAL STATEMENT:

- A. The Mandatory Pre-bid meeting was held at the Governor Bacon Health Center, Tilton Building in Delaware City, Delaware on Tuesday, December 2, 2014 at 1:00 p.m.

ITEMS DISCUSSED:

B. Key dates

1. **Bid Due – Friday, December 19, 2014 at 10:00 a.m.** in the State of Delaware, Office of Management and Budget, Division of Facilities Management, in the reception area of the Facilities Management Office in the Thomas Collins Building, 540 South DuPont Highway, Suite 1 (Third Floor). Dover, DE 19901 as described in the Invitation to Bid of the specifications.
 2. **Bid Opening – Friday, December 19, 2014 at 10:00 a.m.** in the State of Delaware, Office of Management and Budget, Division of Facilities Management, in the reception area of the Facilities Management Office in the Thomas Collins Building, 540 South DuPont Highway, Suite 1 (Third Floor). Dover, DE 19901 as described in the Invitation to Bid of the specifications. **Questions deadline is December 11, 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. 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 December 9th at 1:00 p.m. Please call Bill Yowell at 302-388-9314 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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C. Subcontractor Listing

1. There are now (3) subcontractor listings on this project: Electrical, Security, and Patient Wandering. 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.

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. Items Discussed

1. Working hours: Monday thru Friday 7:00 a.m. to 4:00 p.m.
2. Contractor Badges will be issued while on site.
3. Keys will not be issued to contractors.
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.

F. Addendum #1

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

Summarized By: DEDC, LLC
David Barton

Date: 12/02/14

Pre-Bid Sign-in Sheet

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Pre-Bid Sign-in Sheet
Governor Bacon Wander Guard Replacement
December 2, 2014

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