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PRE-BID MEETING SUMMARY  
DSCYF ADMINISTRATION BUILDING  
FIRE ALARM SYSTEM REPLACEMENT  
OMB/DFM # MC3701000038  
ADDENDUM #1

ATTENDEES:

See attached sign in sheet.

GENERAL STATEMENT:

- A. The Mandatory Pre-bid meeting was held at DSCYF Maintenance Shop at the Delaware Youth and Family Center in Wilmington, Delaware on Monday, January 26, 2015 at 10:00 a.m.

ITEMS DISCUSSED:

B. Key dates

1. **Bid Due – Tuesday, February 10th, 2015 at 1:00 p.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 – Tuesday, February 10th, 2015 at 1:00 p.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 Thursday, February 5th, 2015.** All questions must be submitted in writing and must be faxed to DEDCC, 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 at 10:00 a.m. on February 2, 2015. If you would like to attend the optional walk thru call Bob Harrity at 302-250-3294 to let him know you are coming to the site.



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#### 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).

#### C. Subcontractor Listing

1. There are now (3) subcontractor listings on this project: Fire Alarm, Electrical and Plumbing. These Subcontractors are identified on the bid form. The Electrician on this project shall be licensed in Delaware.
2. Alternate #1: Contractor to furnish and install a new elevator sump pump and all associated appurtenances in the Administration Building elevator as shown on the drawings.
3. Be sure to list your company name if your company is performing this work.
4. 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. Background checks will not be required for contractors.
2. Contractors shall provide a copy of their Delaware Business License when submitting their bids.
3. Contractor shall patch walls where existing fire alarm devices are being removed as required. Painting of the patched areas will be handled by Maintenance.
4. Ceiling tiles to be replaced by contractor as required during demolition. There are various different ceiling tile types throughout the buildings. Contractor shall coordinate with Owner when acoustical ceiling tiles are being replaced.

#### 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: 01/27/15

Pre-Bid Sign-in Sheet  
DSCYF Administration Building Fire Alarm System Replacement  
January 26, 2015

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>
Frank Yoder	Advantech	302-670-8810		<a href="mailto:frankyoder@advantechsecurity.net">frankyoder@advantechsecurity.net</a>
Matt Celata	Preferred Electric	302-322-9568	302-322-5378	<a href="mailto:mdcelata@preferredinc.net">mdcelata@preferredinc.net</a>
Wayne Comegys	Delcollo Electric	302-994-3400	302-995-1023	<a href="mailto:wayne@delcollo.com">wayne@delcollo.com</a>
Dean Seely	OMB/DFM	302-739-5644		<a href="mailto:joseph.seely@state.de.us">joseph.seely@state.de.us</a>
Jim Orga	First State Electric	302-322-0140	302-322-1146	<a href="mailto:jimo@firststateelectric.com">jimo@firststateelectric.com</a>
Perry Meyers	Wayman Fire Protection	302-994-5757	302-994-5750	<a href="mailto:p.meyers@waymanfireprotection.com">p.meyers@waymanfireprotection.com</a>
Thomas Gargalas	Electrical Integrity LLC	302-388-3430	302-678-4876	<a href="mailto:twgargalas@elecintegrity.com">twgargalas@elecintegrity.com</a>
Bob Harrity	DSCYF/DMSS	302-995-8292	302-995-8562	<a href="mailto:robert.harrity@state.de.us">robert.harrity@state.de.us</a>
Jimmie Fitzsimmons	Superior Electric	302-658-5944		<a href="mailto:jimmie@superiorelectric.biz">jimmie@superiorelectric.biz</a>

