



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

PRE-BID MEETING SUMMARY
BAYLOR WOMEN'S CORRECTIONAL INSTITUTION (BWCI)
DOOR CONTROL SYSTEM UPGRADE
OMB/DFM # MC3804000049
ADDENDUM #1 - REBID

ATTENDEES:

See attached sign in sheet.

GENERAL STATEMENT:

A. The Mandatory Pre-bid meeting was held at the Thomas Collins Building, 540 S. DuPont Highway, Suite 1, Dover, DE on Thursday, October 9th, 2014 at 10:00 a.m.

ITEMS DISCUSSED:

A. Key dates

1. Bid Due – Thursday, November 13, 2014 at 2:30 p.m. in the Thomas Collins building, 3rd floor Conference Room as described in the Invitation to Bid of the specifications.
2. Bid Opening – Thursday, November 13, 2014 at 2:30 p.m. in the Thomas Collins building, 3rd floor Conference Room. Questions deadline is November 6, 2014. All questions must be submitted in writing and must be faxed to DEDC, LLC, Attn: David Barton, Fax 302 738-7175 or E-mailed to dbarton@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 Tuesday, October 28, 2014 at 11:30 a.m. at the Baylor Women's Correctional Institution in New Castle, Delaware for bidders wishing to visit the prison. Anyone planning on doing the walk thru will need to have a background check submitted and approved before this date. Background checks to be submitted to steven.brown@state.de.us and robert.may@state.de.us by October 21st, 2014.
- b. Submit the name of the employee proposing to walk thru and their company name to dbarton@dedc-eng.com so a list of walk thru participants can be compiled for BWCI.



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4. Clarifications

- a. All permits required for this effort to be obtained by the contractor.
 - b. The General Contractor who is bidding the project shall have a full time superintendent or working foreman during the duration of construction.
 - c. This is a Delaware Prevailing Wage project (New Castle County).
 - d. There are now (2) subcontractor listings on this project: Electrical and Security. These Subcontractors are identified on the bid form.
1. Be sure to list your company name if your company is performing this work.
 2. All companies listed must be registered in the State of Delaware to perform this work.

B. 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.

C. Items Discussed

1. Working hours: Monday thru Friday 7:00 a.m. to 3:00 p.m. Contractors will stay in the prison all day and have lunch inside.
2. Department of Correction will decide when the start of construction will be for this project. Estimated start date is January 2015.
3. A half hour PREA training will be required for contractors on site.
4. Visitor Badges will be issued each morning and returned at the end of the shift.
5. No keys will be issued to contractors. Escorts will be provided by BWCI.
6. Background checks will be required. Security Clearance Application attached to this addendum.
7. No smoking is permitted on site.
8. 1 to 2 escorts will be available during construction.
9. Daily tool inventory will be required.
10. A small gang box can be stored on site during construction.

D. Addendum #1 - Rebid

1. Pre-Bid Meeting Summary (this document) (2 pages)
2. Sign-In Sheet (2 pages)
3. Security Clearance Application (1 page)

Summarized By: DEDC, LLC
David Barton

Date: 10/14/14

BAYLOR WOMEN'S CORRECTIONAL INSTITUTION DOOR CONTROL SYSTEM UPGRADE
 OMB/DFM # MC3804000049

Pre-Bid Sign-in Sheet October 9, 2014

Name	Company	Phone	Fax	E-mail
David Barton	DEDC	302-738-7172	302-738-7175	dbarton@dedc-eng.com
Math Bailes	Power Plus Electrical Cont. Inc.	302 736-5070	302 736-5120	Math6337@gmail.com
Kerry Wareham	OMB/DFM	302-222-7952	—	Kerry.Wareham@State.de.us
JR Rhoades	County Group	302-379-4149 CELL	302-322-2894	JRhoades@COUNTYGRP.COM
STEVE CURSON	SOUND-N-SECURE	302 632 9044		stevecns@comcast.net
JAMES CORLIN	WESCOTT ELECTRIC CO	610 358 1100	610 358 1164	J.Corlin@WESCOTT ELECTRIC.COM
CHARLIE WILKINSON	BATTING	302-218-0597		charlie.wilson@batting.com
Bill LaRosa	Time & Parking Cont.	610-657-4877	610-44-0680	blarosa@timeparking.com
Jon Carman	Pinnacle Integrated Systems	610-644-8300	610-644-6367	Jonathan.Carman@P2-Abc.com
Dow Weller	InterTech Security	240-651-0037	240-651-0044	dweller@intertechsecurity.com
David Lok	InterTech Security	240-651-0039	240-651-0044	dlok@intertechsecurity.com
Mike Reynolds	Shoily Sews	302 444-4595		MFReynolds@ShoilySons.com
Michael Clarke	Southernfolger	210 380-9713		mchike@southernfolger.com
Dave Sweeney	Advantech	302-674-8705		Daves@advantech-security.net

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Name	Company	Phone	Fax	E-mail
David Barton	DEDC	302-738-7172	302-738-7175	dbarton@dedc-eng.com
Frank Kennedy	Kratas	302-218-6259	302-992-7958	Frank.Kennedy@krataspss.com
Chris Fewsner	Kratas	703-336-9826	"	Chris.Fewsner@krataspss.com
Tommy Ross	Kratas	302-992-7950	"	Tommy.Ross@krataspss.com

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Pre-Bid Sign-in Sheet October 9, 2014

Name	Company	Phone	Fax	E-mail
David Barton	DEDC	302-738-7172	302-738-7175	dbarton@dedc-eng.com
Matt Bailey	Power Plus Electrical Contractor	302-736-5070	302-736-5120	mattb337@gmail.com
Kerry Wareham	OMB/DFM	302-222-7952		kerry.wareham@state.de.us
JR Rhoades	County Group	302-379-4149	302-322-2894	jrhoades@countygrp.com
Steve Curson	Sound-N-Secure	302-632-9044		stevecsns@comcast.net
James Conlin	Wescott Electric	620-358-1100	610-358-1164	j.conlin@wescottelectric.com
Charlie Hutchinson	Battaglia	302-218-0597		chutchinson@battag.com
Bill LaRosa	Time and Parking Controls	610-637-4877	610-449-0680	blarosa@timeparking.com
Jon Carman	Pinnacle Integrated Systems	610-644-8300	610-644-6369	jonathan.carman@p2abc.com
Don Weller	Intertech Security	240-651-0027	240-651-0044	dweller@intertechsecurity.com
David Lok	Intertech Security	240-651-0039	240-651-0044	dlok@intertechsecurity.com
Mike Reynolds	Shelly Sons	302-444-4595		mfreyolds@shellysons.com
Michael Chike	Southern Folger	210-380-9713		mchike@southernfolger.com
Dave Sweeney	Advantech	302-674-8405		daves@advantechsecurity.net
Frank Kennedy	Kratos	302-218-6299	302-992-7958	frank.kennedy@kratospss.com
Chris Feusner	Kratos	703-336-9826	302-992-7958	chris.feusner@kratospss.com
Tommy Ross	Kratos	302-992-7950	302-992-7958	tommy.ross@kratospss.com

SECURITY CLEARANCE APPLICATION
BUREAU OF PRISONS
PLEASE PRINT CLEARLY

NAME: _____
(LAST) (FIRST) (MIDDLE)

PLEASE LIST ALL OTHER NAMES YOU HAVE USED INCLUDING MAIDEN, NICKNAMES AND RELIGIOUS NAMES:

DOB: _____ PLACE OF BIRTH: _____ SSN#: _____

SEX: MALE / FEMALE RACE: _____ DRIVER'S LICENSE #: _____ State: _____

ADDRESS: _____ APT #: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: HOME: (____) _____ WORK: (____) _____

DO YOU HAVE A CRIMINAL CONVICTION ANYWHERE? NO/YES (IF YES, COMPLETE BELOW)
HAVE YOU EVER BEEN ARRESTED ANYWHERE WHETHER CONVICTED/DISMISSED/NOLLE PROSSED OR PARDONED: NO /YES (IF YES, COMPLETE BELOW). IF YOU NEED MORE ROOM, PLEASE UTILIZE THE BACK OF THIS FORM.

COUNTRY : _____ DATE: _____

OFFENSE: _____ SENTENCE: _____

ARE YOU PRESENTLY UNDER DEPT. of CORRECTION SUPERVISION: NO/YES (IF YES, WHAT): _____

ARE YOU RELATED TO OR KNOW ANYONE INCARCERATED AT A DOC FACILITY; NO/ YES

IF YES, NAME OF INMATE AND YOUR RELATIONSHIP TO THEM: _____

REASON FOR CLEARANCE: _____ DATE OF ACTIVITY: _____ COMPANY/
ORGANIZATION _____

COMPANY/ORGANIZATION EMAIL ADDRESS: _____

PLEASE READ AND SIGN:

I understand that prison authorities will verify my criminal record information. I also understand that my application may be rejected for any reason.

SIGNATURE: _____ DATE: _____

The following is the result of the DELJIS and NCIC records checks:

DELAWARE WANTS/WARRANTS _____ DELAWARE CRIMINAL HISTORY _____

NCIC WANTS/WARRANTS _____ NCIC CRIMINAL HISTORY _____

DELJIS/NCIC INVESTIGATOR _____ SIGNATURE _____ DATE _____

APPROVED _____ APPROVAL EXPIRES ON: _____ IF DENIED, PLEASE INDICATE REASON BELOW:

DENIED _____ (1) Dishonest/incomplete application; (2) Active pending warrants/capiases; (3) Felony convictions or incarceration for a felony in past five years; (4) Misdemeanor convictions or incarceration for misdemeanor in past two years; (5) DUI conviction past two years; (6) Trafficking/delivery and/or possession of controlled substance conviction past ten years.

Reviewer's Signature _____ Date _____