



315 S. Chapel St.  
Newark, DE 19711  
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PRE-BID MEETING SUMMARY  
VAUGHN CORRECTIONAL CENTER – SEWER PLANT UPGRADES  
OMB/DFM CONTRACT #'S MC3804000088  
ADDENDUM #1

ATTENDEES:

See attached sign in sheet.

GENERAL STATEMENT:

A. The Mandatory Pre-bid meeting was held at Vaughn Correctional Center on July 3, 2017 at 10:30 am.

ITEMS DISCUSSED:

A. Key dates

1. Bid Due – Tuesday July 18, 2017 at 2:00 pm on the 3<sup>rd</sup> floor of the Thomas Collins building as described in the Invitation to Bid within the project manual.
2. Bid Opening – Tuesday July 18, 2017 at 2:00 pm
3. Questions and substitution submission deadline – Wednesday July 12, 2017

B. Key topics

1. Bids
  - a. The contractor must use the bid bond and bid form supplied in project manual. 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.
2. Building Access
  - a. A walk thru was conducted after this meeting.
3. Clarifications
  - a. 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.
  - b. All permits required for this effort to be obtained by the contractor.
  - c. Contractor to have full time superintendent or working foreman on site while work is being completed.
  - d. No background checks will be required on this project. All work will be performed outside the fence.
  - e. DEDC to fix Alternates on the Bid Form. Revised bid form attached.
  - f. Work will be performed on weekdays only. Work hours may be extended to sunset.
  - g. Contractors will be required to hand in drug affidavits for each company listed on the Bid Form.
  - h. PREA training on site will be required for all contractors on site.



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- i. This is a Prevailing Wage project.
- j. This is a prison specification section 01 35 53 indicates the requirements needed to perform work on site.

#### C. Subcontractor Listing

1. There are now 3 subcontractor listings on this project: Mechanical, Plumbing, and Electrical.
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. Addendum #1

1. Pre-Bid Meeting Summary (this document) (2 pages)
2. Sign in sheet (2 pages)
3. Bid Form (5 pages)

Summarized By: DEDC, LLC  
John R. Farina, P.E.  
Date: July 6, 2017



<b>Name</b>	<b>Company</b>	<b>Phone</b>	<b>Fax</b>	<b>E-mail</b>
John Farina	DEDIC	302 738 7172	302 738 7175	<a href="mailto:jfarina@dedic-eng.com">jfarina@dedic-eng.com</a>
Larry Wall	Joseph T. Richardson	302-358-8101		<a href="mailto:larry@jtrmech.net">larry@jtrmech.net</a>
Shaun C. Fink	Breakwater Construction	302-945-5800		<a href="mailto:shaun@breakwaterce.com">shaun@breakwaterce.com</a>
Andy Baker	Schlosser & Assoc.	302-437-5347	302-738-5692	<a href="mailto:abakersa@hotmail.com">abakersa@hotmail.com</a>
Bill Kriss	Power Plus	302-736-5070	302-736-5120	<a href="mailto:mattb337@gmail.com">mattb337@gmail.com</a> <a href="mailto:wkriss@msn.com">wkriss@msn.com</a>
Fred Fisher	First State Electric	302-322-0140	302-322-1146	<a href="mailto:fredf@firststateelectric.com">fredf@firststateelectric.com</a>
Tina Gardner	Tidewater SOS	302-747-1312		<a href="mailto:tgardner@tuiwater.com">tgardner@tuiwater.com</a>
Doug Doherty	C&D Contractors	302-764-8013	302-764-7585	<a href="mailto:kvandegrift.co@verizon.net">kvandegrift.co@verizon.net</a>
Ernie Kulhanek	DOC JTVCC Maint.	302-653-3437	302-653-3436	<a href="mailto:ernest.kulhanek@state.de.us">ernest.kulhanek@state.de.us</a>
Dean Seely	DFM	302-739-5644		<a href="mailto:joseph.seely@state.de.us">joseph.seely@state.de.us</a>

STATE OF DELAWARE  
 VAUGHN CORRECTIONAL CENTER - SEWER PLANT UPGRADES  
 OMB/DFM CONTRACT # MC3804000088

Name	Company	Phone	Fax	E-mail
John R. Farina, PE	DEDC	302 738 7172	302 738 7175	ifarina@dedc-eng.com
Larry Hall	Joseph T. Richardson	(302) 358-8101		Larry @ JTAMECH.NET
Shaun C. Fink	Breakwater Const/ENV	302-945-5800		Shaun@breakwaterce.com
Andy Burson	Scarlason + Assoc	302 437-5347	302 736-9692	ABAKENSA@HOTMAIL.COM
Wm Kriss	POWER PLUS ELEG.	302 736-5070	302 736 5120	MATTB337@GMAIL.COM WKRISS@MSN.COM
Fred Fisher	FIRST STATES ELECTRIC	302 322 0140	302 322 1146	fred@firststateelectric.com
Tina Gardner	TideWater S.O.S.	302 747 1312		tgardner@twater.com
DOUG DOLGERTY	C4D Contractors	302-764-8013	302-764-7585	kvaudegri@FT.CO@VENETON.NET
Ernie Kuhlweh	DOC JTCC Main	302-653-3437	302-653-3436	ernest.kuhlweh@state.de.us
Joe Seely	DFM			joseph.seely@state.de.us

P P P P

JAMES T. VAUGHN CORRECTIONAL CENTER SEWER PLANT SOUTH UPGRADE  
SMYRNA, DELAWARE  
OMB/DFM# MC3804000088

**BID FORM**

**For Bids Due:** July 18, 2017 (2:00 p.m.) **To:** Mr. Dean Seely  
Construction Projects Manager  
State of Delaware  
Office of Management and Budget  
540 South DuPont Highway, Suite 1  
Dover, Delaware 19901

**Name of Bidder:** \_\_\_\_\_

**Delaware Business License No.:** \_\_\_\_\_ **Taxpayer ID No.:** \_\_\_\_\_  
**(A copy of Bidder's Delaware Business License must be attached to this form.)**

**(Other License Nos.):** \_\_\_\_\_

**Phone No.:** (     ) \_\_\_\_\_ - \_\_\_\_\_ **Fax No.:** (     ) \_\_\_\_\_ - \_\_\_\_\_

The undersigned, representing that he has read and understands the Bidding Documents and that this bid is made in accordance therewith, that he has visited the site and has familiarized himself with the local conditions under which the Work is to be performed, and that his bid is based upon the materials, systems and equipment described in the Bidding Documents without exception, hereby proposes and agrees to provide all labor, materials, plant, equipment, supplies, transport and other facilities required to execute the work described by the aforesaid documents for the lump sum itemized below:

\$ \_\_\_\_\_  
(\$ \_\_\_\_\_ )

**ALTERNATES**

Alternate prices conform to applicable project specification section. Refer to specifications for a complete description of the following Alternates. An "ADD" or "DEDUCT" amount is indicated by the crossed out part that does not apply.

ALTERNATE No. 1: Provide a new aeration system for the equalization tanks. The existing aeration system will be removed in its entirety and aerator pumps will be used as the replacement. The effluent check valves and the effluent shut off valves on the discharge of the pump will be replaced.

Add/Deduct: \_\_\_\_\_  
(\$ \_\_\_\_\_ )

ALTERNATE No. 2: Provide the new flow meter with capabilities to automatically transfer flow reading data to the Kent County sewage treatment plant.

Add/Deduct: \_\_\_\_\_  
(\$ \_\_\_\_\_ )

ALTERNATE No. 3: Provide a ten (10) year warranty on the new comminutors, screen, pumps, aerator pumps, and their controls.

Add/Deduct: \_\_\_\_\_  
(\$ \_\_\_\_\_ )

**ALLOWANCE:**

A \$10,000 ten thousand dollar allowance shall be provided as part of the base bid of this project to cover miscellaneous items found during construction.

**BID FORM**

I/We acknowledge Addendums numbered \_\_\_\_\_ and the price(s) submitted include any cost/schedule impact they may have.

This bid shall remain valid and cannot be withdrawn for thirty (30) days from the date of opening of bids (60 days for School Districts and Department of Education), and the undersigned shall abide by the Bid Security forfeiture provisions. Bid Security is attached to this Bid.

The Owner shall have the right to reject any or all bids, and to waive any informality or irregularity in any bid received.

This bid is based upon work being accomplished by the Sub-Contractors named on the list attached to this bid.

Should I/We be awarded this contract, I/We pledge to achieve substantial completion of all the work within \_\_\_\_\_calendar days of the Notice to Proceed.

The undersigned represents and warrants that he has complied and shall comply with all requirements of local, state, and national laws; that no legal requirement has been or shall be violated in making or accepting this bid, in awarding the contract to him or in the prosecution of the work required; that the bid is legal and firm; that he has not, directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken action in restraint of free competitive bidding.

Upon receipt of written notice of the acceptance of this Bid, the Bidder shall, within twenty (20) calendar days, execute the agreement in the required form and deliver the Contract Bonds, and Insurance Certificates, required by the Contract Documents.

I am / We are an Individual / a Partnership / a Corporation

By \_\_\_\_\_ Trading as \_\_\_\_\_  
(Individual's / General Partner's / Corporate Name)  
\_\_\_\_\_  
(State of Corporation)

Business Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Witness:** \_\_\_\_\_ **By:** \_\_\_\_\_  
(SEAL) ( Authorized Signature )  
\_\_\_\_\_  
( Title )  
**Date:** \_\_\_\_\_

**ATTACHMENTS**

- Sub-Contractor List
- Non-Collusion Statement
- Affidavit(s) of Employee Drug Testing Program
- Bid Security
- (Others as Required by Project Manuals)

JAMES T. VAUGHN CORRECTIONAL CENTER SEWER PLANT SOUTH UPGRADE  
SMYRNA, DELAWARE  
OMB/DFM# MC3804000088

**BID FORM**

**SUBCONTRACTOR LIST**

In accordance with Title 29, Chapter 6962 (d)(10)b Delaware Code, the following sub-contractor listing must accompany the bid submittal. The name and address of the sub-contractor **must be listed for each category** where the bidder intends to use a sub-contractor to perform that category of work. In order to provide full disclosure and acceptance of the bid by the *Owner*, **it is required that bidders list themselves as being the sub-contractor for all categories where he/she is qualified and intends to perform such work.** This form must be filled out completely with no additions or deletions. **Note that all subcontractors listed below must have a signed Affidavit of Employee Drug Testing Program included with this bid.**

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City &amp; State)</u>	<u>Subcontractors tax payer ID # or Delaware Business license #</u>
1. PLUMBING	_____	_____	_____
2. MECHANICAL	_____	_____	_____
3. ELECTRICAL	_____	_____	_____

**BID FORM**  
**NON-COLLUSION STATEMENT**

This is to certify that the undersigned bidder has neither directly nor indirectly, entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding in connection with this proposal submitted this date to the Office of Management and Budget, Division of Facilities Management.

All the terms and conditions of OMB/DFM# MC3804000088 have been thoroughly examined and are understood.

**NAME OF BIDDER:** \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE  
(TYPED):** \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE  
(SIGNATURE):** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**ADDRESS OF BIDDER:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**E-MAIL:** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_

Sworn to and Subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

My Commission expires \_\_\_\_\_. NOTARY PUBLIC \_\_\_\_\_.

**THIS PAGE MUST BE SIGNED AND NOTARIZED FOR YOUR BID TO BE CONSIDERED.**

**AFFIDAVIT  
OF  
EMPLOYEE DRUG TESTING PROGRAM**

4104 Regulations for the Drug Testing of Contractor and Subcontractor Employees Working on Large Public Works Projects requires that Contractors and Subcontractors implement a program of mandatory drug testing for Employees who work on Large Public Works Contracts funded all or in part with public funds.

We hereby certify that we have in place or will implement during the entire term of the contract a Mandatory Drug Testing Program for our employees on the jobsite that complies with this regulation:

**Contractor/Subcontractor Name:** \_\_\_\_\_

**Contractor/Subcontractor Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Authorized Representative (typed or printed):** \_\_\_\_\_

**Authorized Representative (signature):** \_\_\_\_\_

**Title:** \_\_\_\_\_

Sworn to and Subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

My Commission expires \_\_\_\_\_. NOTARY PUBLIC \_\_\_\_\_.

**THIS PAGE MUST BE SIGNED AND NOTARIZED FOR YOUR BID TO BE CONSIDERED.**