

*Michael R. Wigley, AIA, LEED®AP
Randy B. Duplechain, P.E.
Charles R. Woodward, Jr., LS
W. Zachary Crouch, P.E.
Michael E. Wheedleton, AIA
Jason P. Loar, P.E.
Ring W. Lardner, P.E.
Gerald G. Friedel, P.E.*

**DELAWARE STATE POLICE
TROOP 9 - SITE WORK
414 MAIN STREET
ODESSA, DELAWARE 19730
DBF #0586B034.C05
MAY 16, 2016**

ADDENDUM NO. 1

The following items shall become a part of the contract documents. Contractor must acknowledge receipt of this addendum on the Bid Form. Failure to do so may subject the Bidder to disqualification.

- Item No. 1 The pre-bid meeting minutes, sign-in sheet and master plans holders list are attached to this addendum.
- Item No. 2 Bidders are reminded: Do not change the unit price or allowance amount on the Bid Form.
- Item No. 3 Bidders are reminded that the allowance amount must be included in the base bid amount.

END OF ADDENDUM

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**PRE-BID MEETING MINUTES
DELAWARE STATE POLICE – TROOP 9
PAVEMENT REHABILITATION
414 MAIN STREET, ODESSA, DELAWARE
DBF #586B034.C05 □ OMB/DFM# MC4506000059
MAY 10, 2016**

In Attendance

DSP: Bill Braswell Phone: 302-672-5376

Davis, Bowen & Friedel, Inc.: Ashton McLaughlin Phone: 302-424-1441
Ring Lardner Fax: 302-424-0430

Contractor attendees: *See attached sign-in sheets*

Items Discussed

1. Project was advertised starting May 3, 2016 on the State of Delaware website.
2. The mandatory pre-bid meeting was conducted on May 10, 2016 at the Delaware State Police Troop 9 barracks in the maintenance bay.
3. The sign-in sheet was distributed. Attendance at the pre-bid meeting was mandatory in order for general contractors to submit a bid. A copy of the sign-in sheet is attached to the pre-bid meeting minutes.
4. All questions prior to the bid opening must be submitted in writing to Davis, Bowen & Friedel, Inc., attention: Ashton McLaughlin at anm@dbfinc.com or by fax, 302-424-0430. The cutoff for questions, requests for information or substitution must be submitted to Ashton by Wednesday May 18, 2016 at 5:00PM. The final addendum will be issued no later than Friday, May 20, 2016 at 5:00PM. No addenda will be issued 4 days prior to the bid due date, except to withdraw the request for bids or to extend the deadline or change the location of the bid opening.

5. **Bids will be due May 26, 2016 at 2:00 p.m.**, at the Division of Facilities Management, located at Suite # 1 on the 3rd floor of the Thomas Collings Building. Address: 540. South DuPont Highway, Dover, DE 19901. Please allow extra time when submitting bids to account for possible delays. No late bids will be considered.
6. DBF reviewed the bid form and provided some additional information:
 - a. One (1) original and two (2) copies of the bid forms must be submitted along with one (1) original and two (2) copies of a Bid Bond equal to ten percent of the bid price including any alternates. All bid submission documents, including the bid bond, must be completed on the form provided in the specifications. A Performance Bond equal to 100 percent of the contract amount must also be posted upon execution of the contract. No construction schedules are required with the bid.
 - b. The subcontractor list must accompany the Bid Forms and be fully completed in order to submit a qualifying bid. All subcontractors must be license to practice their trade in the State of Delaware prior to execution of the contract. The prime general contractor must include their Delaware Business License with the bid. The prime contractor must submit their subcontractors' business license(s) within 30 days of signing the agreement. The categories for the subcontractors were reviewed and agreed upon by all those in attendance. Do not add a category.
 - c. The bid form must be completely filled out (do not leave any blanks). Contractors who will be doing their own work must list themselves as a subcontractor on the bid form.
 - d. An affidavit is provided in the bid form. The prime contractor and all subcontractors must complete an affidavit. The affidavit can be copied in order to fulfill this requirement. No other additional pages are authorized.
9. General Contractors who wish to receive addenda directly and be on the approved bidders list must purchase a minimum of one (1) set of bid documents from Davis, Bowen & Friedel, Inc. for \$80.00.
10. The newly required (on State of Delaware projects) drug testing policy was reviewed. All prime and sub-contractors must have a drug testing policy in effect in order to bid on the project. The policies must be submitted by the contractors who are awarded the contract.
11. The building will be occupied during construction. It is a 24-hour facility, however, contractors will only be allowed to work during normal business hours. Normal business hours are 7:00 a.m. to 5:00 p.m. The contractor will work with the Delaware State Police to maintain complete access of the facility.

12. Funding: The project is state funded. Prevailing Wage Rates will be required. For bidding purposes, contractor should refer to the rates and benefits for Highway Construction effective March 15, 2016. A certified copy of the prevailing wage rates is included in the specification. The contractor will be responsible to send wage reports to the Department of Labor.
13. All necessary permits have been obtained. Approvals have been obtained from the DFM Architectural Accessibility Board, DNREC, DelDOT, Fire Marshal, and the Town of Odessa. Additional approvals or permits are not anticipated to be required.
14. Scope/Project Summary: Work to be accomplished in accordance with this contract includes the parking lot mill and overlay, closed drainage installation, oil-water separator installation, electrical conduit, sanitary sewer line revisions, entrance improvements, and project phasing. Contractor shall refer to drawings for a more detailed scope of work.
15. Campus Specific Items:
 - a. Background checks must be completed and submitted prior to working on site.
 - b. As a state-owned facility, the site is a Tobacco Free Campus.
 - c. The facility will remain open and occupied during all phases of construction.
16. All soils testing will not be in the contractor's scope of work. There will be construction coordination required between the general contractor and the State's vendor, Duffield Associates.
17. The contractor will be responsible for having a supervisor on site at all times during work of any subcontractors or their own forces, including punch-list work.
18. Contractor will be required to provide their own water, electric and sanitary services.
19. Staging of materials on site should be minimized due to the size and operational needs of the area.
20. Materials will need to be on site prior to request for payment for those materials by the contractor.
21. Utilities are shown on the plans. Contractor is required to mark utilities on site using a third-party locating company (other than Miss Utility) to locate the utilities (those not located by Miss Utility) within the work area.
22. Contractors are reminded that all work carries a 2-year warranty period.

Delaware State Police Troop 9 Pre-Bid Meeting Minutes

OMB / DFM

May 10, 2016

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23. Potential bidders may visit the site at any time during normal working hours. Bidders may take pictures of the proposed work but may not include people in the picture. Visits MUST be coordinated with the Delaware State Police Troop 9, 302-378-5749.
24. Potential bidders are reminded the facility is a critical facility. As such the State wants the work done in the shortest duration. Contractors are asked to include the number of days to complete the work on the bid form.
25. Potential bidders are reminded to review the required close out documents, to include the construction waste management form.
26. A general discussion was held regarding the required background check. Please refer to the Section in the Specification regarding this requirement.
27. A walkthrough of the areas of work took place directly after the pre-bid meeting.

Any changes, additions or deletions to these minutes should be submitted in writing to Davis, Bowen & Friedel, Inc., within ten (10) days.

Respectfully Submitted,
DAVIS, BOWEN & FRIEDEL, INC.



Ashton N. McLaughlin, P.E.
Civil Engineer

P:\Delaware State Police\Troop 9\586B034-C05 Parking Lot Rehabilitation\Documents\01 - DFM\Bid Support\0586B034-C05 Prebid Minutes.docx

Enc.: Pre-bid sign-in sheets

Cc: All attendees
Chip Lieber
LT Brian Fitzpatrick
CPT Tom Logan
LT Mike Wysock

**MANDATORY PRE-BID MEETING
 DELAWARE STATE POLICE – TROOP 9 SITE WORK
 DBF #0586B034.C05 / DFM CONTRACT # MC4506000059
 MAY 10, 2016**

Name (Please Print)	Co. / Dept. Name & Address	Email (Please Print) / Phone / Fax
Michael Hall for Jim Deptula	Jim Deptula George & Lynch, Inc. 150 Lafferty Lane Dover, DE 19901	jdeptula@geolyn.com 302-736-3031 (P) 302-734-9743 (F)
VINCENT DILL	MERIT CONSTRUCTION ENGINEERS, INC. 5700 KIRKWOOD HIGHWAY SUITE 201 WILMINGTON, DE 19808	vincedance@ms.com P: 302-992-9810 F: 302-992-9568
Dota Parks	Jellys Inc 12785 Oak Hill Dr Mildford, DE 19967	RJN@JellysPA.com 302-422-7676-3436
Peter Erony	Munford Miller 1005 Industrial Drive Middletown DE 19709	perony@munfordmiller.com 376-7736 (P) 376-0753 (F)
Crista Gessler	Gessler Construction 565 E St. Andrews St Media PA 19063	gesslerconstruction@comcast.net 610-497-2480
Keith Harris	David A. Bramble Inc 705 Myrtle Rd P.O. Box 419 Chestertown MD 21620	kharris@davidabrambleinc.com 410-778-3023 Fax 410-778-3427

**MANDATORY PRE-BID MEETING
DELAWARE STATE POLICE – TROOP 9 SITE WORK
DBF #0586B034.C05 / DFM CONTRACT # MC4506000059
MAY 10, 2016**

Name (Please Print)	Co. / Dept. Name & Address	Email (Please Print) / Phone / Fax
Steve Newman	Reybold Construction 116 East Scotland Pr. Bear, DE 19701	snewman@reybold.com 609-202-4112 cell
David Pepper	Guardian Environmental Services	dpepper@gesoncall.com 302-918-3070

COST PER SET: \$80.00
REFUNDABLE (Y/N): N

PROJECT: DE State Police Troop 9 Parking Rehab

BID DATE: 05/26/16
BID TIME: 2:00PM
BID LOCATION: OMB/DFM

DBF #: 586B034.C05

PRE-BID MTG (Y/N): Y
DATE: 05/10/16
TIME: 9:30AM
LOCATION: Troop 9 Main Bay

ADVERTISED DATES:

CONTRACTOR & STREET ADDRESS	PHONE # FAX #		SET #	DATE SENT & METHOD	DATE PAID CHECK #	ADDENDUM #1 DATE SENT & METHOD	ADDENDUM #2 DATE SENT & METHOD	ADDENDUM #3 DATE SENT & METHOD	ADDENDUM #4 DATE SENT & METHOD
Reybold Construction 116 East Scotland Drive Bear, DE 19701 snewman@reybold.com	Cell	Steve Newman 609-202-4112	1	Pick Up Pre-Bid 5/10/2016	Cash				
	FX								
Merit Construction 5700 Kirkwood Highway Wilmington, DE 19808 vinced@mce85.com	PH	Vincent Dills 302-992-9810	2	Pick Up Pre-Bid 5/10/2016	Cash				
	FX	302-992-9568							
David A. Bramble, Inc. 705 Morgnec Road PO Box 419 Chestertown, MD 21620 kharris@davidabrambleinc.com	PH	Keith Harris 410-778-3023	3	Pick Up Pre-Bid 5/10/2016	#157528				
	FX	410-778-3427							
Gessler Construction 565 E St. Andrews Drive Media, PA 19063 gesslerconstruction@comcast.net	PH	Crista Gessler 610-497-2480	4	Pick Up Pre-Bid 5/10/2016	#1523				
	FX								
Mumford & Miller Concrete, Inc. 1005 Industrial Drive Middletown, DE 19709 perony@mumford&milller.com	PH	Peter Erony 302-378-7736	5	Pick Up Pre-Bid 5/10/2016	#79707				
	FX	302-378-0753							
Jerry's Inc. 17776 Oak Hill Drive Milford, DE 19963 pip@jerryspaving.com	PH	Pete Parks 302-422-7676	6	Pick Up Pre-Bid 5/10/2016	#137471				
	FX								
George & Lynch 150 Lafferty Lane Dover, DE 19901 jdeptula@geolyn.com	PH	Jim Deptula 302-736-3031	7	Pick Up 5/12/2016	#2618				
	FX	302-734-9743							
	PH		8						
	FX								