



315 S. Chapel St.  
Newark, DE 19711

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PRE-BID MEETING SUMMARY  
DELDOT ADMINISTRATION BUILDING ELECTRICAL PANEL UPGRADES  
OMB/DFM CONTRACT # MC5511000042  
ADDENDUM #1

ATTENDEES:

See attached sign in sheet.

GENERAL STATEMENT:

A. The Mandatory Pre-Bid meeting was held on Wednesday, December 18, 2013 at 9:00 a.m. at the DelDot Administration Building, 800 Bay Road, Dover, DE.

ITEMS DISCUSSED:

A. Key dates

1. **Bid Due – Thursday, January 9, 2014 at 2:30 p.m.** in the Thomas Collins building, 3<sup>rd</sup> floor Conference Room as described in the Invitation to Bid.
2. **Bid Opening – Thursday, January 9, 2014 at 2:30 p.m.** in the Thomas Collins building, 3<sup>rd</sup> floor Conference Room. **Questions deadline is January 3, 2014.** All questions must be submitted in writing and must be faxed to DEDC, LLC, Attn: Alex Heist, Fax 302 738-7175 or E-mailed to [aheist@dedc-eng.com](mailto:aheist@dedc-eng.com). Phone calls will not be accepted.
3. **Optional Second Walk Thru – Monday, December 23, 2013 at 9:00 a.m.** Meet in the Reception area.

B. Key topics

1. Bids
  - a. The contractor must use the **Revised bid form** supplied in this Addendum. 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. Contractor Badges will be given to the successful bidder.
3. Clarifications
  - a. Contractor shall have a full time superintendent or working foreman during the duration of the project.
  - b. This is a Delaware Prevailing Wage project (Kent County).

C. Subcontractor Listing

1. There is (1) subcontractor listing on this project: 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.



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#### 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 5:00 p.m. thru 2:00 a.m. Weekend hours are also available for any electrical shut downs which would last longer than 8 hrs.
2. No Background checks will be required for this project.
3. No temporary utilities should be needed during this project.
4. All shutdowns will need to be coordinated with DelDot Maintenance staff.

#### F. Addendum #1

1. Pre-Bid Meeting Summary (this document) (2 pages)
2. Sign in sheet (2 pages)
3. Revised Bid Form (4 pages)

Summarized By: DEDC, LLC  
David Barton

Date: 12/19/13

DelDot Administration Building Electrical Panel Upgrades - Pre-Bid Meeting  
 Sign-in Sheet December 18, 2013

Name	Company	Phone	Fax	E-mail
David Barton	DEDC	302-738-7172	302-738-7175	dbarton@dedc-eng.com
John Dunham	OMB/DFM	302-744-1185		john.dunham@state.de.us
Bob Paxson	Bodger Electric	302-992-9922	302-992-9925	CBaker@Bodger.de.com
Paul McManis	Nick Electric	302-452-4000	302-453-4493	paulmcm@nickelectrical.com
Fred Fisher	First State Electric	302-322-0140	302-322-1146	fred@firststateelectric.com
Tom Gargalas	Electrical Integrity LLC	302-388-3430	302-678-4876	TomGargalas@electricalintegrity.com
Richard W. Arndt	HAARLETT'S CO.	302-678-8252	302-578-5610	JSENI@HARDA@COMCAST.NET
Bobby Tudor	TUDOR ELECTRIC INC	302-736-1414	302-736-1483	tudorelectric@verizon.net
Janie Biscoe	Superior Electric	302-658-5949	302-658-5983	janie@superiorelectric.biz
Doug Minner	Fac Management	302-233-2194	302-739-8127	Doug.Minner@state.de.us
Fred Bringman	DFM	233-9214	"	Fred.Bringman@state.de.us
VICTOR ROLLT	MID-ATLANTIC ELECTRIC	(302)934-7171	(302)934-7170	VROLLT@MAESI.com
Jim DeFrancesco	OMB/DFM	(302)759-5644	(602)759-0148	james.defrancesco@state.de.us
Bill Kriss	Power Plus	302-786-5070	302-736-5120	WKRISS@MSN.COM
Phil Garcia	Continental Elec	302-294-6311		Phil@continentalelect.com

<b>Name</b>	<b>Company</b>	<b>Phone</b>	<b>Fax</b>	<b>E-mail</b>
David Barton	DEDC	302-738-7172	302-738-7175	<a href="mailto:dbarton@dedc-eng.com">dbarton@dedc-eng.com</a>
John Dunham	OMB/DFM	302-744-1185		<a href="mailto:john.dunham@state.de.us">john.dunham@state.de.us</a>
Bob Paxson	Badger Electric	302-992-9922	302-992-9925	<a href="mailto:cbaker@badgerde.com">cbaker@badgerde.com</a>
Paul McMahan	Nickle Electric	302-453-4000	302-453-4493	<a href="mailto:pmmcman@nickleelectrical.com">pmmcman@nickleelectrical.com</a>
Fred Fisher	First State Electric	302-322-0140	302-322-1146	<a href="mailto:fredf@firststateelectric.com">fredf@firststateelectric.com</a>
Tom Gargalas	Electrical Integrity LLC	302-388-3430	302-678-4876	<a href="mailto:twgargalas@elecintegrity.com">twgargalas@elecintegrity.com</a>
Richard W. Arndt	H&A Electric Co.	302-678-8252	302-678-5610	<a href="mailto:joew.handa@comcast.net">joew.handa@comcast.net</a>
Bobby Tudor	Tudor Electric Inc.	302-736-1444	302-736-1483	<a href="mailto:tudorelectric@verizon.net">tudorelectric@verizon.net</a>
Jamie Biscoe	Superior Electric	302-658-5949	302-658-5983	<a href="mailto:jamie@superiorelectric.biz">jamie@superiorelectric.biz</a>
Doug Minner	FOC Management	302-233-2194	302-739-3127	<a href="mailto:doug.minner@state.de.us">doug.minner@state.de.us</a>
Fred Bringman	DFM	302-233-8214	302-739-3127	<a href="mailto:fred.bringman@state.de.us">fred.bringman@state.de.us</a>
Victor Rolli	Mid-Atlantic Electrical	302-934-7171	302-934-7170	<a href="mailto:vrolli@maes1.com">vrolli@maes1.com</a>
Jim DeFrancesco	OMB/DFM	302-739-5644	302-739-6148	<a href="mailto:james.defrancesco@state.de.us">james.defrancesco@state.de.us</a>
Bill Kriss	Power Plus	302-736-5070	302-736-5120	<a href="mailto:wkriss@msn.com">wkriss@msn.com</a>
Phil Garcia	Continental Electric	302-294-6311		<a href="mailto:phil@continentalelect.com">phil@continentalelect.com</a>



DelDOT ADMINISTRATION BUILDING – ELECTRICAL PANEL UPGRADES  
DOVER, DELAWARE  
OMB/DFM CONTRACT NO. MC5511000042

**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 sixty (60) days from the date of opening of bids, 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 ninety (90) 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
- Bid Security
- (Others as Required by Project Manuals)

DeIDOT ADMINISTRATION BUILDING – ELECTRICAL PANEL UPGRADES  
DOVER, DELAWARE  
OMB/DFM CONTRACT NO. MC5511000042

**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.**

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City &amp; State)</u>	<u>Subcontractors tax payer ID # or Delaware Business license #</u>
1. 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# MC5511000042 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.**