



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

PRE-BID MEETING SUMMARY
STATE OF DELAWARE
DEPARTMENT OF TRANSPORTATION
OMB/DFM CONTRACT # MC5511000009
ADDENDUM #1

ATTENDEES:

See attached sign in sheet.

GENERAL STATEMENT:

A. The Mandatory Pre-bid meeting was held Tuesday, October 21, 2014, at 10:30 a.m. in the DelDOT Administration Building, 800 Bay Road, Dover, Delaware

ITEMS DISCUSSED:

A. Key dates

1. Bid Due – 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 S. DuPont Highway, Suite 1 (Third Floor), Dover, DE 19901 until 3:00 p.m. local time on Thursday, November 13, 2014.
2. Bid Opening – Thursday, November 13, 2014 at 3:00 pm
3. Questions and substitution submission deadline – Thursday November 6, 2014.

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.
 - c. **Please carefully read thru the instruction to bidders as the State's requirements have changed.**
2. Building Access
 - a. A walk thru will be conducted on Monday October 27, 2014 at 9:00 am. Meet in the Bidders Room to begin the walk thru.
3. Clarifications
 - a. All questions must be submitted in writing and must be faxed to Delaware Engineering and Design Corporation, Attn: John Farina, Fax 302 738-7175 or E-mailed to 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.
 - d. This is a Prevailing Wage project.
 - e. The existing Fire Alarm vendor that services this building is Advantech.
 - f. Normal work hours are anticipated for this project. However, the building will be occupied during construction therefore the contractor will be required to coordinate time



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and place with the building occupants. Large truck deliveries and crane lifts shall not be done between 8:00 am and 5:00 pm.

C. Subcontractor Listing

1. There are nine (9) subcontractors now listed on this project.
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. Third Party Testing

1. The State has hired a commissioning agent to perform commissioning on this project.

F. Addendum #1

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

Summarized By: Delaware Engineering and Design Corporation
John R. Farina, P.E.

Date: October 22, 2014

Pre-Bid Sign-in Sheet
Governor Bacon Wander Guard Replacement
October 21 , 2014

Name	Company	Phone	Fax	E-mail
John R. Farina, PE	DEDC	302-738-7172	302-738-7175	jfarina@dedc-eng.com
John Cattanea	Multi Temp Mechanical	856-384-9900	856-384-9405	jcattanea.multitemp@gmail.com
Tim Baran	Radius Systems	610-388-9940	610-388-9945	tbaran@radiussystemsllc.com
Chip Gruber	Schlosser & Assoc	302-738-7333	302-738-5692	cjgruber@hotmail.com
John Vandegrift	John Hiott Refrig. & A/C	302-697-3050		lisahiott@hiotthvacr.com
Trap	Traps Plumbing & Heating	302-677-1775	302-677-1778	trapsplumbing1851@yahoo.com
Bill Kriss	Power Plus Elec	302-736-5070	302-736-5120	wkkriss@msn.com
Jose Waybright	ECPH	302-266-0531	302-266-0530	jose@ecph.net
Brandon Leggett	Seiberlich Trane	302-332-4276		brandon.leggett@seiberlich.com
Kevin Hansen	Seiberlich Trane	302-332-4276		kevin.hansen@seiberlich.com
Rick Laird	Diamond St. Engineering	302-697-7694	302-697-1328	estimator@diamondstateengineering.com
Ken Vandegrift	C&D	302-764-8013	302-764-7585	kvandegrift.cd@verizon.net
Karen Potter	DeIDOT	302-760-2300		
John Dunham	OMB/DFM			
Ed Lemmerman	Gaudelli Bros	856-825-0636	856-327-8864	mimi@gaudellibros.com
John Dunbar	JTR	302-398--8101	302-398-9504	john@jtrmech.net
Brian LeNoir	I.D. Griffith	302-656-8253		rmurphy@idgriffith.com

Name	Company	Phone	Fax	E-mail
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BID FORM

To: Mr. John Dunham
Construction Projects Manager
State of Delaware
Office of Management and Budget
540 S. DuPont Highway, Suite 1
Dover, Delaware 19901

DELDOT SOUTH WING LAB HVAC/ EXHAUST UPGRADE
DOVER, DELAWARE
OMB/DFM CONTRACT # MC5511000009

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 _____ 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)

DELDOT SOUTH WING LAB HVAC/ EXHAUST UPGRADE
DOVER, DELAWARE
OMB/DFM CONTRACT # MC5511000009

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 & State)</u>	<u>Subcontractors tax payer ID # or Delaware Business license #</u>
1. Mechanical	_____	_____	_____
2. Electrical	_____	_____	_____
3. Controls	_____	_____	_____
4. Testing and Balancing	_____	_____	_____
5. Fire Alarm	_____	_____	_____
6. Roofing	_____	_____	_____
7. Iron worker	_____	_____	_____
8. Insulator	_____	_____	_____
9. Sheet Metal	_____	_____	_____

DELDOT SOUTH WING LAB HVAC/ EXHAUST UPGRADE
DOVER, DELAWARE
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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# MC5511000009 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.