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PRE-BID MEETING SUMMARY
LEGISLATIVE HALL
CORE BUILDING HVAC REPLACEMENT
OMB/DFM CONTRACT #'S MJ1002000036
ADDENDUM #1

ATTENDEES:

See attached sign in sheet.

GENERAL STATEMENT:

A. The Mandatory Pre-bid meeting was held at the Thomas Collins Building on November 20, 2019 at 10:00 AM.

ITEMS DISCUSSED:

A. Key dates

1. Bid Due – Thursday December 19, 2019 at 1:30 PM in the Thomas Collins Building as described in the Invitation to Bid.
2. Bid Opening – Thursday December 19, 2019 at 1:30 PM.
3. Questions and substitution submission deadline: 4:30 PM Tuesday December 10, 2019.

B. Key topics

1. Bids

- a. The contractor must use the bid bond and bid form supplied in project manual.
- b. Each bidder shall include in their bid a copy of a valid Delaware Business License.
- c. Each bidder shall include signed Affidavit(s) for the Bidder certifying compliance with OMB Regulation 4104 - "Regulations for the Drug Testing of Contractor and Subcontractor Employees Working on "Large Public Works Projects." "Large Public Works" is based upon the current threshold required for bidding Public Works as set by the Purchasing and Contracting Advisory Council.
- d. Make sure you identify your project name & number (MJ1002000036) on the front of your envelope when you submit your bid.
- e. There is a \$20,000 allowance to be included in the base bid for use upon the owner's instructions for any miscellaneous items found during construction. This allowance may only be billed against with the owner's written approval.

2. Building Access

- a. A walk thru will be conducted on December 3rd at 10:00 am. Please email John Farina (jfarina@dedc-eng.com) if you will be attending with the information identified below by close of business Tuesday November 26, 2019. We will meet in the Lobby of Legislative Hall.
- b. Please provide the following information for anyone attending: Full Name of Individual; Driver License Number and State Issued; Date of Birth.



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3. Clarifications

- a. All questions must be submitted in writing and 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 a full time superintendent or working foreman on site while work is commencing.
- d. This is a Prevailing Wage project.
- e. As there is off hours work for this project, work hours will need to be coordinated.
- f. JMT is the commissioning authority involved in this project.

C. Subcontractor Listing

1. There are 3 subcontractor listings on this project: Mechanical, Electrical, & Controls. These Subcontractors are identified on the attached bid form.
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. At the owner's discretion these meetings may occur on a weekly basis.
2. Contractors shall provide 3 – week look ahead schedule at each meeting to indicate work areas and shut downs. When necessary as determined by the owner, a completed updated master update shall be provided.
3. There is an additional specification section for scheduling included in this project. See “DFM-Legislative Hall HVAC - Project Scheduling Guidelines” for additional information.

E. Addendum #1

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

Summarized By: DEDC, LLC

Matt Lano

Date: November 21, 2019

Pre-Bid Meeting Sign In Sheet
 Legislative Hall
 Core Building HVAC Replacement
 OMB/DFM Contract #'s MJ1002000036

Name	Company	Phone	Fax	E-mail
Matt Lano	DEDC	302 738 7172	302 738 7175	mlano@dedc-eng.com
John Farina, PE	DEDC	302 738 7172	302 738 7175	jfarina@dedc-eng.com
Chip Lieber	OMB/DFM			chip.lieber@delaware.gov
Daniel Eaton	Summit Mechanical	302 836 8814		hayley@summitmechanical.org
Scott Maeknis	Apex Piping	302 442 0353		smaeknis@apexpiping.com
Mark Ferelli	Schlosser & Associates Inc.	302 383 7839		mferelli@saamci.com
Chris Vadas	Whiting-Turner	302 292 0676		chris.vadas@whiting-turner.com
Danny Jones	Gaudelli Bros	856 812 1925		ruth@gaudellibros.com
John Dunbar	JT Richardson	302 398 8101	302 398 8105	john@jtrmech.net
Lisa Hiott	Hiott HVAC	302 697 3050		lisahiott@hiotthvacr.com
David Williamson	Radius Systems	484 800 6347		dwilliamson@radiusystemsllc.com