

BERNARDON

ARCHITECTURE
INTERIOR DESIGN
LANDSCAPE ARCHITECTURE

RE-BID PRE-BID MEETING 001

Project Name: Renovations and Restoration of Stable Building
and Greenhouse/Garage Building at Buena Vista Conference Center

Project No.: 8306.00-15

OMB/MCI Project No.: MJ2006000001

Location: Buena Vista Conference Center, DuPont Room

Date of Meeting: March 2, 2017, 10:00AM

The purpose of the meeting was for a mandatory pre-bid meeting for the Renovations and Restoration of the Stable Building and Greenhouse/Garage Building at Buena Vista Conference Center and to lay out the procedures that will be followed during the project.

Location: Buena Vista Conference Center DuPont Conference Room

Date of Meeting: March 2, 2017, 10:00AM

Present for: State of Delaware
Lynn Riley – Department of Historic and Cultural Affairs (DHCA)
Larry Schrock – Office of Management and Budget (OMB)

Contractors
Neal Williams – BSS Contractors (BSS)
Jim Collier – Diamond State Engineering (DSE)
Victor Ventresca – Ventresca Bros. Inc. (VBI)
Stanley Pienkos – The Corbi Group Inc. (CGI)
Katie Wilhelm – Bathon Builders Inc. (BBI)
Marc Wolfe – Deldeo Builders Inc. (DBI)

Bernardon
Douglas A. Eriksen, AIA

The following items were discussed:

- 1.01 It was stated that bids are due Wednesday, March 22, 2017 at 11:00AM at Division of Facilities Management, Thomas Collins Building, Suite 1, 540 South DuPont Highway, Dover, DE 19901.



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- 1.02 It was stated that Bidders or Sub-bidders requiring clarification or interpretation of the Bidding Documents shall make a written request to the Architect at least seven (7) days prior to the date for receipt of Bids.
- 1.03 It was stated that requests for substitutions shall be made in writing to the Architect (Bernardon) at least ten (10) days prior to the date of the Bid Opening.
- 1.04 It was stated that no Addenda will be issued later than four (4) days prior to the date for receipt of Bids except an Addendum withdrawing the request for Bids or one which extends the time or changes the location for the opening of bids.
- 1.05 Those present were instructed that the above three items are per specification section 002113 INSTRUCTIONS TO BIDDERS.
- 1.06 It was stated that there are five (5) alternates for this project.
 - a. Alternate No. 1 – Brick Sidewalk
 - b. Alternate No. 2 – Greenhouse Renovations
 - c. Alternate No. 3 – Stable Interior Fit-out
 - d. Alternate No. 3a – Stable Interior Fit-out alternate finishes
 - e. Alternate No. 4 – Partial Garage Building Renovation
- 1.07 It was stated that the Base Bid includes, among other items, renovation of the exterior envelope of the stable, new electrical service to the stable, new water and sewer service to the stable, and all under slab rough-ins.
- 1.08 OMB reminded those present to remember to include their business license and drug testing affidavit when submitting their bids.
- 1.09 The question was asked why the project is being re-bid. OMB stated that it was due to an addendum being released too close to when bids were due thus causing all the bids to be rejected.
- 1.10 The pre-bid meeting included a walk-thru of the stable, and the exterior of the garage, and the greenhouse.
- 1.11 Pre-Bid Meeting sign-in sheet is attached.

The meeting was adjourned at 10:45AM.



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Anyone taking exception or noting omissions in these meeting minutes shall notify the Architect in writing following receipt of the minutes. Otherwise, it is assumed all parties accept these minutes as recorded.

Respectfully submitted,

Douglas A. Eriksen, AIA
Project Director
Bernardon
A Delaware LLC

DAE/mn

Enclosures

cc: file