

# BERNARDON

ARCHITECTURE  
INTERIOR DESIGN  
LANDSCAPE ARCHITECTURE

## PRE BID MEETING MINUTES / ADDENDUM NO. 1

Project Name: DVH- Blue Wing Bathing Suite Renovations  
Project No.: 8347.11-17  
St. of DE Contract No.: MC 2009000013  
Location: Delaware Veterans Home, Milford, DE  
Date Issued: October 12, 2018  
Date of Meeting: October 9, 2018

Present for: State of Delaware  
Office of Management and Budget  
Department of Facilities Management (OMB/DFM)  
Mr. Larry Schrock  
  
Delaware Veterans Home (DVH)  
Ms. Sandy Groff  
Ms. Denise Elliott  
Mr. Dan Pauley  
  
Bernardon  
Ms. Robin E. Tait, IIDA  
Mr. Dan Quaintance  
  
DEDC Engineering  
Mr. Dave Barton

The purpose of the meeting was to review bid documents and answer bidders questions.

---

### Bidders in attendance:

Scott Capaldi	Critical Design and Construction
Brian Thompson	Conventional Builders, Inc.
Jacob Meadows	Delmarva Veteran Builders
Michael J. Rosia	Commonwealth Construction Co.
Liz Marx	Commonwealth Construction Co.
Barry Joseph	Delmarva Construction Services
Bonnie Hall	BRS Consulting Inc.
Tom Cekine	Kent Construction Co.
Joe Wasylkowski	H & A Electric Co.

1.1 Bernardon handed out the sign in sheet for all attendees to sign.



- 1.2 Bernardon reviewed the project scope for the bathing suite renovations:
  - a. Convert and renovate an existing double occupancy resident room into new resident bathing suite.
  - b. Planned modifications to existing HVAC, Plumbing and Electrical, Fire alarm and sprinkler system.
  - c. Re-designed toilet room and plumbing fixtures.
  - d. Bathing suite shall include new tub, shower and shampoo sink and bariatric lift for the shower and tub. Contractor will be responsible for order and installation of bathing equipment.
  - e. Finishes will be similar to the Gold Wing with minor modifications to accent colors, accent tiles, and privacy curtains.
  - f. Ceiling and lighting will be existing drywall with downlights on dimmers.
  - g. Radiant heated tile floor shall be included.
  - h. Exterior work associated with the partial enclosure of existing windows.
- 1.3 Project will begin immediately after award and issue of State of Delaware purchase order.
- 1.4 Dumpster locations, parking, loading, card access, shall be reviewed with awarded contractor at the pre-construction kick off meeting.
- 1.5 Bernardon shall issue the revised Bid Form, subcontractors list and unit pricing as part of Addendum No. 1, dated October 12, 2018.
- 1.6 A bidder asked the question regarding cement board behind wall tile. Please note sheet A-101; Floor plan General Notes, #4; Install moisture resistant board in framed partitions in all wet locations.
- 1.7 Documents are available at Bernardon's office. The cost is the same for electronic or hard copies.
- 1.8 Bid due date has not changed, bids are due November 7, 2018.
- 1.9 The Blue Wing Bathing Suite room was not available for tour. Bidders were able to tour the Gold Wing Bathing Suite. A tour of the Blue Wing Bathing Suite has been arranged for **October 17, 2018 at 11:45 am**. Please contact Crystal Bliss, 302-424-8704 to confirm your attendance.



- 1.10 Post Meeting: Please remove from your bid the purchase of the bathing suite tub, lift, shower chair and shower bathing gurney; the State of Delaware will be purchasing these items directly. The awarded contractor will be responsible for installing and making all connections as per the specifications and drawings.

The meeting was adjourned.

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,

Robin E. Tait, IIDA  
Director of Interior Design  
Bernardon  
A Delaware LLC

RET/mn

Enclosure

cc: All attendees  
Mr. William Holloway, AIA, LEED AP – Bernardon LLC

**Clarifications to the Project Manual:**

Replace Section 004113 “Bid Form” in its entirety with the attached.

**Copy of original bidders list attached.**

DELAWARE VETERANS' HOME  
BLUE WING BATHING SUITE RENOVATION  
CONTRACT NUMBER: MJ2009000004

**BID FORM**

**For Bids Due:** November 7, 2018

**To:** State of Delaware  
Office of Management and Budget, Division of Facilities Management  
Thomas Collins Building  
540 S. DuPont Highway, Suite 1 (Third Floor)  
Dover, DE 19901

**Name of Bidder:** \_\_\_\_\_

**Delaware Business License No.:** \_\_\_\_\_ **Taxpayer ID No.:** \_\_\_\_\_  
**(A copy of Bidder's Delaware Business License must be attached to this form.)**

**(Other License Nos.):** \_\_\_\_\_

**Phone No.:** (        ) \_\_\_\_\_ - \_\_\_\_\_ **Fax No.:** (        ) \_\_\_\_\_ - \_\_\_\_\_

The undersigned, representing that he has read and understands the Bidding Documents and that this bid is made in accordance therewith, that he has visited the site and has familiarized himself with the local conditions under which the Work is to be performed, and that his bid is based upon the materials, systems and equipment described in the Bidding Documents without exception, hereby proposes and agrees to provide all labor, materials, plant, equipment, supplies, transport and other facilities required to execute the work described by the aforesaid documents for the lump sum itemized below:

\$ \_\_\_\_\_  
(\$ \_\_\_\_\_ )

**UNIT PRICES**

Unit prices conform to applicable project specification section. Refer to the specifications for a complete description of the following **Unit Prices for installation, only:**

	<b><u>ADD</u></b>	<b><u>DEDUCT</u></b>
UNIT PRICE No. 1: <u>Arjohuntleigh Rhapsody Extra Long Tub</u>	\$ _____	\$ _____
UNIT PRICE No. 2: <u>Arjohuntleigh Tenor Bariatric Lift</u>	\$ _____	\$ _____
UNIT PRICE No. 3: <u>Arjohuntleigh Carmina Bariatric Shower Chair</u>	\$ _____	\$ _____
UNIT PRICE No. 4: <u>Arjohuntleigh Miranti Bathing Gurney</u>	\$ _____	\$ _____

DELAWARE VETERANS' HOME  
BLUE WING BATHING SUITE RENOVATION  
CONTRACT NUMBER: MJ2009000004

**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 thirty (30) days from the date of opening of bids (60 days for School Districts and Department of Education), 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
- Affidavit of Employee Drug Testing Program
- Bid Security
- (Others as Required by Project Manuals)

DELAWARE VETERANS' HOME  
BLUE WING BATHING SUITE RENOVATION  
CONTRACT NUMBER: MJ2009000004

**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.** This form must be filled out completely with no additions or deletions.

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City &amp; State)</u>	<u>Subcontractors tax payer ID # or Delaware Business license #</u>
1. Mechanical	_____	_____	_____
2. Electrical	_____	_____	_____
3. Plumbing	_____	_____	_____
4. Cabinetry	_____	_____	_____
5. Flooring	_____	_____	_____
6. Fire Alarm	_____	_____	_____

DELAWARE VETERANS' HOME  
BLUE WING BATHING SUITE RENOVATION  
CONTRACT NUMBER: MJ2009000004

**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 (*Project or Contract Number*) 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.**

DELAWARE VETERANS' HOME  
BLUE WING BATHING SUITE RENOVATION  
CONTRACT NUMBER: MJ2009000004

**AFFIDAVIT  
OF  
EMPLOYEE DRUG TESTING PROGRAM**

4104 Regulations for the Drug Testing of Contractor and Subcontractor Employees Working on Large Public Works Projects requires that Contractors and Subcontractors implement a program of mandatory drug testing for Employees who work on Large Public Works Contracts funded all or in part with public funds.

We hereby certify that we have in place or will implement during the entire term of the contract a Mandatory Drug Testing Program for our employees on the jobsite, including subcontractors that complies with this regulation:

**Contractor/Subcontractor Name:** \_\_\_\_\_

**Contractor/Subcontractor Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Authorized Representative (typed or printed):** \_\_\_\_\_

**Authorized Representative (signature):** \_\_\_\_\_

**Title:** \_\_\_\_\_

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.**

THIS PAGE INTENTIONALLY LEFT BLANK

Name Company Phone Email

SCOTT CAPALDI	CRITICAL DESIGN AND CONST.	3025884406	SACAPALDI@CDACORP.NET
Brian Thompson	Conventional Builders Inc	302-422-2429	conventionalbuilders@comcast.net
JACOB MEADOWS	DELMARVA VETERAN BUILDERS	410 490 2147	jake@delmarvaveteranbuilders.com
Dave Boston	DFDC	302-738-7112	dboston@dcdc-eng.com
MICHAEL J. ROSAIO	COMMONWEALTH Const. Comp.	302-654-6611	EB00THC@COMMONWEALTH.COM
Liz Marx	Commonwealth Const	302-654-6611	" "
Barry Joseph	Delmarva Const Service	302 462 8700	delserv66@gmail.com
Bonnie Hall	BRS Consulting, Inc	302-786-2324	robin@brsconinc.com
TOM CEPINE	KENT CONSTRUCTION	302 653 6469	thomas@kentconstructionco.com
Denise Elliott	DVH	302-424-8532	denise.elliott@state.de.us
Joe. Wasylkowski	H+A Electric Co.	302.678.8252	joe.wasylkowski@comcast.net
LARRY SCHROCK	OMB /DFM	739-5644	
DANIEL PAULEY	DVH.	717-331-5071	daniel.pawley@state.de.us.

**SIGN-IN SHEET**  
**Delaware Veterans Home – Blue Wing Bathing Suite**

**PRE-BID MEETING**

**Tuesday, October 9, 2018, 1:30 pm @ Delaware Veterans Home, 100 Delaware Veterans Blvd., Milford, DE**

<b>No.</b>	<b>Name</b>	<b>Representing</b>	<b>Phone No.</b>	<b>E-Mail Address</b>
1	Robin E. Tait	Bernardon	302-622-9550	rtait@bernardon.dom
2	Dan Quaintance	Bernardon	302-622-9550	dquaintance@bernardon.com
3	Larry Schrock	DFM/OMB	302-739-5071	Larry.schrock@state.de.us
4	Dan Pauley	DVH	717-331-5071	Daniel.pawley@state.de.us
5	Denise Elliott	DVH	302-424-8532	Denise.elliott@state.de.us
6	Sandy Groff	DVH		Sandy.groff@state.de.us
7	Scott Capaldi	Critical Design and Construction	302-588-4406	sacapaldi@cdacorp.net
8	Brian Thompson	Conventional Builders, Inc.	302-422-2429	conventionalbuilders@comcast.net
9	Jacob Meadows	Delmarva Veteran Builders	410-490-2147	jake@delmarvaveteranbuilders.com
10	Dave Barton	DEDC, Inc.	302-738-7172	dbarton@dedc-eng.com
11	Michael J. Rosaio	Commonwealth Construction Co.	302-654-6611	bbooth@commonwealth.com

**SIGN-IN SHEET**  
**Delaware Veterans Home – Blue Wing Bathing Suite**

<b>12</b>	Liz Marx	Commonwealth Construction Co.	302-654-6611	bbooth@commonwealth.com
<b>13</b>	Barry Joseph	Delmarva Construction Services	302-462-8700	Delserv66@gmail.com
<b>14</b>	Bonnie Hall	BRS Consulting Inc.	302-786-2326	robin@brsconinc.com
<b>15</b>	Tom Cekine	Kent Construction	302-653-6469	thomas@kentconstruction.com
<b>16</b>	Joe Wasylkowski	H & A Electric Co.	302-678-8252	Joew.handa@comcast.net
<b>17</b>				
<b>18</b>				
<b>19</b>				
<b>20</b>				
<b>21</b>				
<b>22</b>				
<b>23</b>				