



**CONTRACT DOCUMENTS & TECHNICAL SPECIFICATIONS  
ADDENDUM NO. 1**

**Department of Natural Resources and Environmental Control  
Delaware Mosquito Control Section**

**Delaware Mosquito Control Office and Site Improvements  
DNREC Fish and Wildlife Contract No. FW-5-17  
DFM Project No. MJ400300002**

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**ADDENDUM NO. 1**

Project Name: Delaware Mosquito Control Section  
Office and Site Improvements

DFM Project No.: MJ400300002

Contract No.: FW-5-17

Date of Issue: June 5, 2020

Notice No. 1: Attach this addendum to the Project Manual for this project. It modifies and becomes part of the Bidding Documents. Work or material not specifically mentioned herein is to be as described in the main body of the specifications and as shown on the drawings.

Bids Due: June 23, 2020, 1:15 PM EST

**OMB/DFM CONTRACT NO. MJ4003000002  
(DNREC, Division of Fish and Wildlife Number FW-5-17)  
“DNREC, DIVISION OF FISH AND WILDLIFE MOSQUITO CONTROL  
BUILDING SEALED BID - DO NOT OPEN.”**

**Division of Facilities Management**  
Thomas Collins Building,  
540 S. DuPont Highway, Suite 1 (Third Floor)  
Dover, DE 19901



## **PRE-BID MEETING 6/4/2020 - MINUTES:**

### **General**

1. This is the Pre-Bid Meeting for

**Delaware Mosquito Control Office and Site Improvements  
DRNREC Fish and Wildlife Contract #FW5-17  
DFM Project #MJ400300002**

2. Attendance at this meeting is a prerequisite for bidding on this contract.
3. A Roll Call of participants was conducted at the beginning of the meeting and at the end of the meeting. Attendees must be present at the end of the meeting and must submit contact information to the email addresses listed in Item 6, below, to be listed as being in attendance at the Pre-Bid Meeting.
4. Sealed bids are due at 1:15pm on Tuesday, June 23, 2020 at Division of Facilities Management, Thomas Collins Building, 540S.DuPont Highway, Suite 1 (Third Floor), Dover, DE 19901. Bids will be opened and read aloud at 2:00. To attend the bid opening, the public may participate by joining the meeting at Webex.com, with the meeting number and password indicated in the Advertisement for Bids. There will be no in-person meeting.

**Important Note: Email submission to DFM must not include “Request Deliver Receipt” or “Request Read Receipt.” Emails with these tracking requests will not be delivered. Bidder bears the risk of late delivery.**

5. The deadline for RFIs to RK&K is Friday, June 12 at 2:00 pm.
6. RFI and questions are to be submitted via email to Bob Shaffer at RK&K and Paul Guggenberger at StudioJAED.

[rshaffer@rkk.com](mailto:rshaffer@rkk.com)

[guggenbergerp@studiojaed.com](mailto:guggenbergerp@studiojaed.com)

All questions will be responded to in an Addendum which will be distributed via the State of Delaware Bid Solicitation Directory and via RCI to registered plan holders.

7. Site visits must be arranged through DFM. Contractors interested in visiting the site must make a request, in writing, to the email addresses listed in Item 6, above. Requests must include names of all individuals intending to visit the site. Site visits will be scheduled and the number of attendees at site visits shall be arranged in compliance with State of Delaware requirements for in-person meetings.



## Project Review

1. Scope Review
  - a. A new, one-story, 3,306 square foot building housing offices, conference room and ancillary support spaces.
  - b. Associated site improvements including, but not limited to, select demolition, relocation of deer cooler, new paving, sidewalks and curbs, new fencing and gates, stormwater management, and utility connections.
  - c. The site is HSCA Site DE-1156 Milford Mosquito Control Shop. Please read the Hazmat notes on Sheet C-1.00. There are specific requirements that need to be followed and they will be enforced.
2. Bid Form Review
  - a. Complete forms as presented, do not edit or alter.
  - b. Provide all information requested in full or bid will not be accepted.
  - c. Acknowledge all addendums as individual items.
  - d. Contract time shall indicate full contract time from Notice to Proceed through Closeout.
  - e. Include a copy of your business license, not just a number.
3. Sub-Contractor List Review
  - a. Sitework
  - b. Building Framing
  - c. Mechanical
  - d. Electrical
4. Alternates Review
  - a. Alternate No. 1 – Add Casework at Breakroom
  - b. Alternate No. 2 – Add Casework at Storage Room
  - c. Alternate No. 3 – Provide Metal Panel Siding in Lieu of Vinyl Siding
  - d. Alternate No. 4 – Provide Metal Panel Roofing in Lieu of Asphalt Shingles
5. Unit Prices Review
  - a. None
6. Allowances Review
  - a. Allowance No. 1 - \$20,000 for general contingencies and repairs. Any remaining balance of which is to be returned to Owner by credit change order at project completion.
7. Prevailing Wage Project
  - a. 2020 wage rates apply. These are included on the Bid Solicitation Directory and will be added to the Spec Book by Addendum.



8. Schedule

- a. Anticipate prompt award after bids are received.
- b. Anticipate Certificate of Occupancy early 2021.

9. Contractor Use of Premises

- a. Occupancy and operations at the adjacent building on site will be continuous throughout construction.
- b. The Contractor shall secure the construction area.
- c. Toilet facilities shall be provided by the Contractor.
- d. Contractor laydown for materials and equipment shall be within the Limit of Disturbance indicated on the drawings.
- e. Work hours are 7:00 to 4:00.

10. Inspection

- a. The owner will engage a third party inspector for the project as necessary. Contractor shall coordinate schedule and activities with the inspector if necessary.

11. Permitting

- a. All construction permit submissions and fees shall be by the contractor. Permitting is through the Town of Milford.

**QUESTIONS:**

None

**DRAWINGS:**

None

**SPECIFICATIONS:**

None

**ADDITIONAL INFORMATION:**

None



**PRE-BID MEETING 6/4/2020 - ATTENDEES:**

KC Connaway	DNREC, Fish and Wildlife
Patrick McKenna	OMB, Division of Facilities Management
Bob Shaffer	RK&K
Paul Guggenberger	StudioJAED
Dan Hanna	A-Del Construction
Alex Goussev	Advantech Incorporated
Ryan Jackson	Amakor, Inc.
Scott Mackniss	Apex mechanical & Fabrication
Keith Long	John L. Briggs & Co.
Bill Booth	Commonwealth Construction Company
Brittany Thompson	Conventional Builders, Inc.
Paul Ignudo	EDiS
Kurt Vandenbraak	EDiS
Mark Talmo	Emory Hill Companies
Matt Tarr	Guardian Environmental Services Company, Inc.
Wayne Abbot	Jamestown Painting
Brittany Murphy	Kent Construction Company
Tony Reynolds	Kent Construction Company
Margaret Ludowese	Kimball Construction Company, Inc.
Tony Vassalotti	RY Johnson & Son, Inc.
Neil Newhall	Security Instrument Corp.
B.J. Fibelkom	Tudor Electric, Inc.
Tony Ventresca	Ventresca Bros., Inc.
Joe Buckley	Willow Construction
Joel	Superior Electric
Jim	Assurance Media
Corey	DelMarVa Veteran Builders

**END**