

MEMORANDUM

TO: Attendees

FROM: Joseph Jakubowski, P.E., LEED AP

DATE: May 23, 2013

RE: Project No. 5111.GD
Pre-Bid Meeting Minutes/Addendum No. 1
RCCSD Bid # 2-13-52
Pavement and Rehabilitation Project
Skyline Middle School
Wilmington, Delaware

Time: 3:00 p.m.

Location: Skyline Middle School, Wilmington, Delaware

Subject: Mandatory Pre-Bid Meeting

Date of Meeting: May 20, 2013

Attendees: Marcin Michalski – Facilities and Maintenance, Red Clay Consolidated School District
Joseph Jakubowski, P.E., LEED AP – Duffield Associates, Inc.
Bidders – see list attached

This Addendum No. 1 becomes part of the Contract Documents. Please acknowledge receipt of this Addendum in the space provided on Page 3 of the Bid Form.

A mandatory Pre-Bid Meeting was held on May 20, 2013, for the proposed Pavement and Rehabilitation Project at the Skyline Middle School, located at 2900 Skyline Drive, Wilmington, Delaware. The following items were discussed and should be considered in the preparation of bids for the project.

1. The bid form and bid procedures were reviewed. The State of Delaware bid form and bond forms shall be submitted in their entirety as the bid submission. All blanks on the Subcontractor List (pages 4 and 5 of the bid form) shall be filled in, with the contractor identifying themselves as the subcontractor if they are performing the work themselves. Any additional subcontractors shall be filled in.

MEMORANDUM

RE: Project No. 5111.GD

May 23, 2013

Page 2 of 2



2. The bid submission shall consist of one original signed bid form (6 pages), one original bid bond, and a summary of experience with the proposed pavement geotextile-overlay system. Please note that page six of the bid, "BF-6" of the "Non-Collusion Statement" is incorrectly numbered as page "BF-8."
3. The number of days for substantial completion of the project is 60 calendar days from the Notice to Proceed. This should be noted on Page 3 of the Bid Form.
4. All bids shall be valid for 60 days. Notice to Proceed is expected by June 10, 2013. A purchase order is likely to be provided after the Facilities and Maintenance meeting on June 18, 2013.
5. The project is subject to Prevailing Wages for Highway Construction in New Castle County, Delaware, effective March 15, 2013. The current Prevailing Wage rates are provided in the project manual.
6. All contractors and subcontractors must have a current Delaware Business License to work on this project.
7. As stated on Page GR-9 of the General Requirements, there will be a five percent (5%) retainage on all Contractor's monthly invoices until final acceptance of the project.
8. The most recent DelDOT Delaware Posted Asphalt Price shall be utilized (May 2013).
9. There is no requirement for Minority Business Enterprises (MBE), Disadvantaged Business Enterprises (DBE), and Women-Owned Business Enterprises (WBE).
10. Use of any tobacco products, including but not limited to cigarettes, cigars, and smokeless tobacco, is strictly prohibited at the project site.
11. If the Bidder requires access to the site in order to further review the site conditions, the site will be available weekdays. Access to the site should be coordinated with the staff at the administrative offices located at the north side of the Skyline Middle School. Student arrival and departure typically occurs between 7:30 a.m. and 8:00 a.m., and 2:00 p.m. and 2:30 p.m.
12. The overall project scope was discussed with a general description of the project Base Bid, Base Bid Alternate 1, and Alternates 2 through 6. The Base Bid or Base Bid Alternate 1 will be awarded. Alternates 2 through 6 will be awarded based on the project budget. Attendees were invited to walk the site to review conditions following the meeting.
13. Drawings are available online at no cost at the following locations:
 - http://bids.delaware.gov/bids_detail.asp?i=1947&DOT=N
 - <http://www.duffieldassociates.com/biddocs.htm>
14. The following modifications/clarifications, to the bid documents, shall be considered in preparation of a bid:
 - The existing curb reveal shall be maintained. The edges of the pavement along all existing curbs, ramps, steps and sidewalks should be tapermilled. The tapermilled edges and butt joints should be

MEMORANDUM

RE: Project No. 5111.GD

May 23, 2013

Page 3 of 2



at least 2 feet wide and 1½ inches deep along the curbs and at least 6 feet wide and 1½ inches deep at the edge of the pavement overlay. The completed pavement surface shall be graded to match the surrounding grades and be shaped to provide for positive surface drainage. Additional thickness of overlay or use of a leveling course may be required to provide positive slope to promote drainage.

- Contractor shall be responsible for removing and disposing of the existing poles, pole bases, and signs for all existing handicap parking areas. Contractor shall provide and install new poles and signs for the handicap parking spaces at the designated locations.
- Any excess excavated material obtained during construction activities shall be disposed of by the contractor off site at no additional cost to the owner.
- Please see attached revision to Section 2.3 on Page TS-32 of the Technical Specifications.

All questions should be directed via facsimile or electronic mail to Joseph Jakubowski, P.E., LEED AP (jjakubowski@duffnet.com) at Duffield Associates (Fax No. 302-239-8485). The last date for submission of questions is Monday, May 27, 2013, at 5:00 p.m. The last addendum will be issued by 6:00 p.m. on Tuesday, May 28, 2013.

Bids are due on Tuesday, June 4, 2013, at 3:00 p.m. Bids should be submitted to the Red Clay Consolidated School District, Office of Facilities and Maintenance, 1798 Limestone Road, Wilmington, Delaware, 19804. Sealed bids will be received at the reception area of the Facilities Management Office. A public bid opening will follow.

It is Duffield Associates' opinion that these minutes accurately reflect the discussions of the above-referenced meeting. By copy of these minutes, attendees are requested to carefully review this information and, if appropriate, provide comments, additions, and revisions to Duffield Associates as soon as possible. Should comments be received, Duffield Associates will modify these minutes, as appropriate. If comments are not received within five (5) calendar days following the issuance of these minutes, they will be assumed to accurately represent discussions at the meeting.

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Enclosures: Pre-Bid Meeting Attendance List (1 page)
Revised Page TS-32

TS-8: Underdrain Installation

1.0 DESCRIPTION

This work shall consist of furnishing and constructing an underdrain, as noted on the Contract Drawings. This work shall also include excavation, removal of excess materials from the site, backfill, clean-up, restoration and any other item incidental to the construction of the underdrain in accordance with the detail on the Contract Drawing.

2.0 MATERIALS

The Contractor shall furnish all materials required for this item including, but not limited to, the following:

2.1 Underdrain Pipe

2.1.1 Pipe: 4 inch diameter polyethylene perforated tubing; Advanced Drainage Systems, Inc. (ADS) Perforated Tubing (4"-401) or approved equivalent.

2.1.2 End Cap: 4 inch diameter polyethylene snap end cap; Advanced Drainage Systems, Inc. (ADS) Snap End Cap (4"-432) or approved equivalent.

2.1.3 Pipe Tees: 4 inch diameter polyethylene snap tee; Advanced Drainage Systems Inc. (ADS) Snap Tee (4"-421) or approved equivalent.

2.2 Drainage Fill: Delaware SP-57 stone.

2.3 Geotextile Fabric: Non-woven, needle punched geotextile fabric, such as Geotex 401, or approved equivalent.

3.0 CONSTRUCTION METHODS

3.1 The Contractor shall provide all tools, equipment, materials, labor and work for the construction and furnishing of the required facilities and System. All work under this item shall be performed in a safe and workmanlike manner.

3.2 Underdrains shall be constructed to slope downward toward the point of drainage at a minimum slope of 0.005 ft./ft. The base of the underdrains shall be at least 24 inches below the pavement or ground surface.

3.3 Prior to the placement of the underdrains, the Contractor shall locate and establish the elevations of the high and low points for the run of underdrain. The elevations shall be coordinated with the Owner's site representative and recorded by the Contractor. **At the completion of project, that Contractor shall provide**