

*Ring W. Lardner, P.E.  
W. Zachary Crouch, P.E.  
Michael E. Wheedleton, AIA, LEED GA  
Jason P. Loar, P.E.  
Jamie L. Sechler, P.E.*

**PENNS WAY RENOVATIONS  
NEW CASTLE, DELAWARE  
DBF #0999J034.A01 ❖ DEARNG # 2022-04  
OCTOBER 23, 2024**

**ADDENDUM NO. 1**

The following items shall become a part of the contract documents. Contractor must acknowledge receipt of this addendum on the Bid Form. Failure to do so may subject the Bidder to disqualification.

- Item No. 1      The prebid meeting minutes are attached.
- Item No. 2      The updated Bid Form is attached.
- Item No. 3      Section 01 23 00 – Alternates, has been revised and is attached to this addendum.
- Item No. 4      Refer to Item 2 on the Prebid Meeting Minutes: The date of the bid opening was changed to December 5, 2024.

**END OF ADDENDUM**

**PRE-BID MEETING MINUTES  
PENNS WAY RENOVATIONS  
NEW CASTLE, DELAWARE  
DBF #0999J034.A01 ❖ DEARNG # 2022-04  
OCTOBER 22, 2024**

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***In Attendance***

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|                               |                             |                              |
|-------------------------------|-----------------------------|------------------------------|
| DEARNG:                       | Marc Orndorff               | marc.a.orndorff.civ@army.mil |
| Davis, Bowen & Friedel, Inc.: | Michael Bauman              | mpb@dbfinc.com               |
|                               | Ring Lardner                | rwl@dbfinc.com               |
| Summer Consultants:           | Kyle Daihl                  | daihl@summerconsultants.com  |
| Contractors:                  | See attached sign-in sheet. |                              |

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***Items Discussed***

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- Item 1      A sign-in sheet was distributed. Marc Orndorff (DEARNG) introduced himself and Michael Bauman and Ring Lardner (DBF) and introduced the project. This pre-bid meeting is mandatory to submit a qualifying bid.
- Item 2      **Bids will be due December 5, 2024, at 1:00 p.m.** at the Biden National Guard/Reserve Center at 1 Vavala Way, New Castle, Delaware. Allow extra time to get through all security points, no late bids will be accepted.
- Item 3      One (1) original copy of the bid forms must be submitted along with one (1) original copy of the bid bond equal to 10% of the bid price. All bid submission documents, including the bid bond, must be completed on the forms provided in the specifications. A copy of the contractor's Delaware business license is required with the bid submittal. Subcontractor Delaware business licenses shall be submitted prior to contract execution.
- Item 4      All general contractors must complete the Craft Training Affidavit and Drug Affidavit forms and include them with the bid submittal. Subcontractor's will submit their forms prior to contract execution. DEARNG reserves the right to conduct background checks on all contractors and subcontractors.
- Item 5      A performance bond equal to 100% of the contract amount will be required upon execution of the contract. No construction schedules are required with the bid.
- Item 6      Builder's Risk will be the responsibility of the contractor.
- Item 7      The subcontractor list must accompany the Bid Forms and be fully completed in order to submit a qualifying bid. All subcontractors must be licensed to practice their trade in the State of Delaware prior to execution of the contract. If changes are needed, they shall be submitted to DBF in writing. The subcontractors are as follows: Sitework, asphalt, fencing, structural concrete, metal studs/drywall, ceramic tile, carpet, ceilings, painting, roofing, fire

alarm, fire suppression, mechanical, electrical, plumbing, demolition.

- Item 8 General contractors who wish to receive addenda directly and be on the approved bidder's list must purchase a minimum of one (1) set of bid documents from Davis, Bowen & Friedel, Inc. for \$75.00.
- Item 9 This project is state funded. Prevailing wage rates will be required. A certified copy of the prevailing wage rates are included in the specifications and the contractor should refer to these for bidding. The contractor will be responsible to send wage reports to the Department of Labor.
- Item 10 Work hours will be Monday -Friday 7:00 a.m. - 4:00 p.m.
- Item 11 A walkthrough will be conducted at the end of this meeting. Additional walkthroughs will take place between 9:00 a.m. and 11:00 a.m. on October 29, 2024.
- Item 12 The last day for substitution requests will be November 20<sup>th</sup>. The last day for questions will be November 25<sup>th</sup>. These all shall be submitted directly to Michael Bauman (DBF) via email to [mpb@dbfinc.com](mailto:mpb@dbfinc.com). The last addendum will be sent out on November 27<sup>th</sup> if necessary.
- Item 13 The contractor is required to obtain the building permit and all associated fees.
- Item 14 The building has been tested for asbestos. Any abatement of hazardous materials will not be in the contractor's scope of work and will be completed prior to mobilization.
- Item 15 The contractor will be responsible for having a supervisor on site at all times during work of any subcontractors or their own forces, including punch list work.
- Item 16 The owner will provide electric and water service. The contractor shall provide their own toilet facility.
- Item 17 A staging area will be determined at the preconstruction meeting.

Any changes, additions or deletions to these minutes should be submitted in writing to Davis, Bowen & Friedel, Inc., within ten (10) days.

Respectfully Submitted,  
*DAVIS, BOWEN & FRIEDEL, INC.*



Michael Bauman, AIA  
Architect - Project Manager

Attachment

# SIGN-IN SHEET

DO NOT SIGN IN INDIVIDUALS WHO ARE NOT PRESENT AT THIS MEETING.

MEETING: Pre-Bid Meeting

PROJECT NAME: Penns Way Renovations

LOCATION: New Castle, Delaware

PROJECT NUMBER: DBF #0999J034.A01 DEARNG #2022-04

DATE: October 22, 2024

START TIME: 10:00 a.m. STOP TIME:

PLEASE PRINT

| NAME            | COMPANY                            | E-MAIL                              | PHONE             |
|-----------------|------------------------------------|-------------------------------------|-------------------|
| MATT GREENLEE   | Assurance Media                    | Mgreenlee@assurance-media.net       | 302-217-3714      |
| DAVID SWIGONET  | BSS CONTRACTOR                     | BSSMITH@BSSCONTRACTOR.COM           | 484-256-4986      |
| BILL BOOTH      | COMMONWEALTH CONSTRUCTION CO. INC. | bbooth@COMMONWEALTH.CON             | 302-654-6611      |
| SCOTT CAPALDI   | CRITICAL DESIGN & CONSTRUCTION     | BIDS@CDACORP.NET                    | 302-588-4406      |
| ODU AGADA       | KIMBALL CONSTRUCTION               | magada@Kimballcc.com                | 410-574-0800      |
| Tom Hutchinson  | PAGE ELECTRIC                      | thutchinson@patede.com              | 302-328-2600      |
| David Roberts   | Bandcroft Construction             | d.roberts@bandcroftusa.com          | 302-299-5331      |
| AL HEIN         | WICKERSHAM CONST.                  | heinas@wickson.com                  | 717-397-8281 x115 |
| FRANK LERZO     | WHITING-TURNER                     | FRANK.LERZO@WHITING-TURNER.COM      | 302-292-0676      |
| Mat Mitten      | madcorp                            | mat.mitten@madcorp.de.com           | 302-678-9300      |
| Ashley Gonzalez | Gaudelli Bros                      | ashley@gaudellibros.com             | 856-525-9345      |
| Lisa Nichols    | Fidelity Power Systems             | lnichols@fidelity-ps.com            | 410-300-5171      |
| Kim Lombardi    | Amakor, Inc                        | Amakor@AOL.COM                      | 302-834-8664      |
| Kyle Daihl      | Summer Consultants, Inc.           | Daihl@SummerConsultants.com         | 484-493-4126      |
| Evan Mowbray    | Trinity Subsurface, LLC            | emowbray@trinitysubsurface.com      | 443-907-9081      |
| CHRS HART       | DK Construction                    | cdike.dkconstructionservices.com    | 610-836-1903      |
| Richie Meriggi  | The Borsello Companies             | MARH@BORSELLOMASONRYINC.COM         | 302-559-9095      |
| Julie Whitaker  | Corporate Interiors                | jwhitaker@corporate-interiors.com   | 302-561-8855      |
| Josh Sebelman   | BrightFields Inc                   | jsebelman@brightfieldsinc.com       | 302-420-6911      |
| Adam Chronister | Kinsley Construction               | achronister@kinsleyconstruction.com | 717-324-1912      |
| Tommy Ogden     | Vintresca Bros Inc.                | TONY@vintrescabros.com              | 302-658-6436      |
| Melissa Welsh   | Tricon Const. Mgmt                 | m.welsh@tricontristate.com          | 302-838-6524      |
|                 |                                    |                                     |                   |
|                 |                                    |                                     |                   |
|                 |                                    |                                     |                   |
|                 |                                    |                                     |                   |
|                 |                                    |                                     |                   |

PENNS WAY RENOVATIONS  
12 PENNS WAY  
NEW CASTLE, DELAWARE  
DEARNG #2022.04

**SECTION 00 41 13**

**BID FORM**

**For Bids Due:** \_\_\_\_\_

**To: Delaware Army National Guard**  
Armed Forces Reserve Center  
1 Vavala Way  
New Castle, Delaware 19720

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

**Delaware Business License No.:** \_\_\_\_\_ **Taxpayer ID No.:** \_\_\_\_\_

**(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:

\$ \_\_\_\_\_

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

**ALLOWANCES**

Allowances conform to applicable project specification section. Refer to the specifications for a complete description of the following Allowances:

ALLOWANCE No. 1: Provide an allowance of \$150,000.00 for unforeseen building conditions. (Include in base bid.)

ALLOWANCE No. 2: Provide an allowance of \$50,000.00 for unforeseen site conditions. (Include in base bid.)

ALLOWANCE No. 3: Provide an allowance of \$20,000.00 to remove and provide new landscaping. (Include in base bid.)

**ALTERNATES**

Alternates conform to applicable project specification section. Refer to the specifications for a complete description of the following Alternates:

ALTERNATE No. 1      Cost associated to pave the POV parking lot and remove excess stone. Refer to drawing CP-01 for additional info.

\$ \_\_\_\_\_

PENNS WAY RENOVATIONS  
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ALTERNATE No. 2: Provide/install 6'-0" high security fence with three 24-foot swing gate and a 30-foot motorized gate including all necessary conduits and wiring. Refer to sheet CP-02 for additional info.

\$ \_\_\_\_\_

ALTERNATE No. 3: Provide/install stone at the MOV lot and drive. Refer to sheet CP-03 for additional info.

\$ \_\_\_\_\_

ALTERNATE No. 4: Cost associated to pave and remove excess stone at MOV lot and drive. Refer to sheet CP-04 for additional info.

\$ \_\_\_\_\_

ALTERNATE No. 5: Provide/install 6'-0" high security fence with two (2) 24-foot swing gates around the MOV parking lot. Refer to sheet CP-05 for additional info.

\$ \_\_\_\_\_

ALTERNATE No. 6: Remove and replace flooring and refinishing of walls not included in the base bid. Refer to drawings A-801, A-802, A-803, A804 and A-806.

\$ \_\_\_\_\_

ALTERNATE No. 7: Remove and replace doors, frames, hardware, ceilings, and grid not included in the base bid. Refer to drawings A-801, A-802, A-803, A804 and A-806.

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

\$ \_\_\_\_\_ (Doors/Frames/Hardware)

ALTERNATE No. 8: Remove the existing built-up roof system and provide and install new EPDM roof system with tapered insulation and cover board. Refer to drawings A-805.

\$ \_\_\_\_\_

ALTERNATE No. 9: Remove and replace the mechanical units. Refer to drawings MD801, MD802, MD803, MD804, M-801, M-802, M-803, M-804, M-861, ED801, ED802, E-801, E-802, E-803, E-804, PD801, PD802, P-801, P-802, P-803.

\$ \_\_\_\_\_

ALTERNATE No. 10: Provide/install new steel canopy at POV parking lot. Refer to drawing S-801.

\$ \_\_\_\_\_

ALTERNATE No. 11: Cost associated to provide/install a new generator. Refer to drawings ES901, ED902, E-902, E-903, E-904, E-905, E-906.

\$ \_\_\_\_\_

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NEW CASTLE, DELAWARE  
DEARNG #2022.04

**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: \_\_\_\_\_  
( Authorized Signature )

(SEAL)

\_\_\_\_\_  
( Title )

Date: \_\_\_\_\_

**ATTACHMENTS**

Sub-Contractor List  
Non-Collusion Statement  
Affidavit of Employee Drug Testing Program  
Affidavit of Contractor Qualifications  
Bid Security  
(Others as Required by Project Manuals)

FMS #4 ENVELOPE PROJECT  
SEAFORD, DELAWARE  
FEDERAL #1010A650002  
DEARNG #2020-11

**BID FORM**

**SUBCONTRACTOR LIST**

In accordance with Title 29, Chapter 69, Section 6962(d)(10)b of the Delaware Code, the following subcontractor listing must accompany any bid submittal. The bidder must list **in each category** the full name and address (City & State) of the sub-contractor that the bidder will be using to perform the work and provide material for that subcontractor category. Should the bidder's listed subcontractor intend to provide any of their subcontractor category of work through a third-tier contractor, the bidder shall list that third-tier contractor's full name and address (City & State). **If the bidder intends to perform any category of work itself, it must list its full name and address.** For clarification, if the bidder intends to perform the work themselves, the bidder **may not** insert "not applicable", "N/A", "self" or anything other than its own full name and address (City & State). To do so shall cause the bid to be rejected. In addition, the failure to produce a completed subcontractor list with the bid submittal shall cause the bid to be rejected. If you have more than three (3) third-tier contractors to report in any subcontractor category, print out additional page(s) containing the appropriate category, complete the rest of your list of third-tier contractors for that category, notate the addition in parentheses as (CONTINUATION) next to the subcontractor category and an asterisk (\*) next to any additional third-tier contractors, and submit it with your bid.

| <u>Subcontractor Category</u> | <u>Subcontractor</u> | <u>Address (City &amp; State)</u> | <u>Subcontractors tax-payer ID #<br/>or Delaware Business license #</u> |
|-------------------------------|----------------------|-----------------------------------|-------------------------------------------------------------------------|
| 1. Sitework                   | _____                | _____                             | _____                                                                   |
| A.                            | _____                | _____                             | _____                                                                   |
| B.                            | _____                | _____                             | _____                                                                   |
| C.                            | _____                | _____                             | _____                                                                   |
| 2. Asphalt                    | _____                | _____                             | _____                                                                   |
| A.                            | _____                | _____                             | _____                                                                   |
| B.                            | _____                | _____                             | _____                                                                   |
| C.                            | _____                | _____                             | _____                                                                   |

PENNS WAY RENOVATIONS  
12 PENNS WAY  
NEW CASTLE, DELAWARE  
DEARNG #2022.04

|    |                     |  |  |  |
|----|---------------------|--|--|--|
| 3. | Fencing             |  |  |  |
|    | A.                  |  |  |  |
|    | B.                  |  |  |  |
|    | C.                  |  |  |  |
| 4. | Structural Concrete |  |  |  |
|    | A.                  |  |  |  |
|    | B.                  |  |  |  |
|    | C.                  |  |  |  |
| 5. | Metal Studs/Drywall |  |  |  |
|    | A.                  |  |  |  |
|    | B.                  |  |  |  |
|    | C.                  |  |  |  |
| 6. | Ceramic Tile        |  |  |  |
|    | A.                  |  |  |  |
|    | B.                  |  |  |  |
|    | C.                  |  |  |  |

FMS #4 ENVELOPE PROJECT  
SEAFORD, DELAWARE  
FEDERAL #1010A650002  
DEARNG #2020-11

|     |            |  |  |  |
|-----|------------|--|--|--|
| 7.  | Carpet     |  |  |  |
|     | A.         |  |  |  |
|     | B.         |  |  |  |
|     | C.         |  |  |  |
| 8.  | Ceilings   |  |  |  |
|     | A.         |  |  |  |
|     | B.         |  |  |  |
|     | C.         |  |  |  |
| 9.  | Painting   |  |  |  |
|     | A.         |  |  |  |
|     | B.         |  |  |  |
|     | C.         |  |  |  |
| 10. | Roofing    |  |  |  |
|     | A.         |  |  |  |
|     | B.         |  |  |  |
|     | C.         |  |  |  |
| 11. | Fire Alarm |  |  |  |
|     | A.         |  |  |  |
|     | B.         |  |  |  |
|     | C.         |  |  |  |

PENNS WAY RENOVATIONS  
12 PENNS WAY  
NEW CASTLE, DELAWARE  
DEARNG #2022.04

|     |                  |  |  |  |
|-----|------------------|--|--|--|
| 12. | Fire Suppression |  |  |  |
|     | A.               |  |  |  |
|     | B.               |  |  |  |
|     | C.               |  |  |  |
| 13. | Mechanical       |  |  |  |
|     | A.               |  |  |  |
|     | B.               |  |  |  |
|     | C.               |  |  |  |
| 14. | Electrical       |  |  |  |
|     | A.               |  |  |  |
|     | B.               |  |  |  |
|     | C.               |  |  |  |
| 15. | Plumbing         |  |  |  |
|     | A.               |  |  |  |
|     | B.               |  |  |  |
|     | C.               |  |  |  |

FMS #4 ENVELOPE PROJECT  
SEAFORD, DELAWARE  
FEDERAL #1010A650002  
DEARNG #2020-11

16. Demolition

A.

B.

C.

|  |  |  |
|--|--|--|
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

## SECTION 01 23 00

### ALTERNATES

#### PART 1 - GENERAL

##### 1.1 RELATED DOCUMENTS

- A. Drawings, specifications and general provisions of Contract, including General and Supplementary Conditions and other Division- 01 Specification Sections, apply to this Section.

##### 1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements for Alternates.
- B. Definition: An Alternate is an amount proposed by Bidders and stated on the Bid Form for certain construction activities defined in the bidding requirements that may be added to or deducted from Base Bid amount if the Owner decides to accept the corresponding change in either the amount of construction to be completed, or in the products, materials, equipment, systems or installation methods described in Contract Documents.
- C. Coordination: Coordinate related Work and modify or adjust adjacent Work as necessary to ensure that Work affected by each accepted Alternate is complete and fully integrated into the project.
- D. Notification: Immediately following the award of the Contract, prepare and distribute to each party involved, notification of the status of each Alternate. Indicate whether Alternates have been accepted, rejected or deferred for consideration at a later date. Include a complete description of negotiated modifications to Alternates.
- E. Schedule: A "Schedule of Alternates" is included at the end of this Section. Specification Sections referenced in the Schedule contain requirements for materials and methods necessary to achieve the Work described under each Alternate.
  - 1. Include as part of each Alternate, miscellaneous devices, accessory objects and similar items incidental to or required for a complete installation whether or not mentioned as part of the Alternate.

#### PART 2 - PRODUCTS

Not Used

#### PART 3 - EXECUTION

Not Used

#### PART 4 – SCHEDULE OF ALTERNATES

ALTERNATE No. 1     Cost associated to pave the POV parking lot and remove excess stone. Refer to drawing CP-01 for additional info.

- ALTERNATE No. 2: Provide/install 6'-0" high security fence with three 24-foot swing gate and a 30-foot motorized gate including all necessary conduits and wiring. Refer to sheet CP-02 for additional info.
- ALTERNATE No. 3: Provide/install stone at the MOV lot and drive. Refer to sheet CP-03 for additional info.
- ALTERNATE No. 4: Cost associated to pave and remove excess stone at MOV lot and drive. Refer to sheet CP-04 for additional info.
- ALTERNATE No. 5: Provide/install 6'-0" high security fence with two (2) 24-foot swing gates around the MOV parking lot. Refer to sheet CP-05 for additional info.
- ALTERNATE No. 6: Remove and replace flooring and refinishing of walls not included in the base bid. Refer to drawings A-801, A-802, A-803, A804 and A-806.
- ALTERNATE No. 7: Remove and replace doors, frames, hardware, ceilings, and grid not included in the base bid. Refer to drawings A-801, A-802, A-803, A804 and A-806.
- ALTERNATE No. 8: Remove the existing built-up roof system and provide and install new EPDM roof system with tapered insulation and cover board. Refer to drawings A-805.
- ALTERNATE No. 9: Remove and replace the mechanical units. Refer to drawings MD801, MD802, MD803, MD804, M-801, M-802, M-803, M-804, M-861, ED801, ED802, E-801, E-802, E-803, E-804, PD801, PD802, P-801, P-802, P-803.
- ALTERNATE No. 10: Provide/install new steel canopy at POV parking lot. Refer to drawing S-801.
- ALTERNATE No. 11: Cost associated to provide/install a new generator. Refer to drawings ES901, ED902, E-902, E-903, E-904, E-905, E-906.

END OF SECTION