

CDA Engineering Inc.

Civil/Site Engineering + Land Planning + Stormwater Management

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PRE-BID MEETING RECORD

PROJECT: Absalom Jones Community Center Drainage Improvements
OMB/DEM CONTRACT #: MC1002000542B

OMB/DFM CONTRACT #: MC1002000542R
MEETING DATE: September 6, 2006

MEETING DATE: September 3, 2022
PREPARED BY: P. L. M., III

PREPARED BY: Pete Mandeville

Addendum No. 1

To: ALL BIDDERS

This addendum forms part of the bidding and Contract documents and modifies the following documents:

Original drawings dated March 5, 2021, latest revision 1/26/22

Project Manual dated January 28, 2022

Acknowledge receipt of the addendum in the space provided on the form of proposal.

This addendum consists of two (2) pages, the following and the attachments listed below:

1.1 GENERAL ADMINISTRATION DISCUSSION

A. Critical Dates:

1. Bid Due Date: as advertised, Tuesday March 22, 2022 at 10:00 AM local time (In-Person Bid Opening)
2. Cut off for Substitutions: Saturday March 12, 2022 (10 days prior)
3. Cut off for questions/Clarifications/Interpretations: Monday, March 14, 2022.
4. Last Addendum (for technical content): Thursday, March 17, 2022.
5. Project Site Visit: Wednesday, March 9, 2022 at 1:00 PM.

1.2 PROJECT MANUAL MODIFICATIONS

A. Section 00 41 13-1; Bid Form

1. Replace specified section with revised Bid Form with Subcontractor's list updated, attached to this Addendum.

1.3 DRAWING MODIFICATIONS: N/A

1.4 QUESTIONS/CLARIFICATIONS: N/A

END OF ADDENDUM No. 1

PRE-BID MEETING RECORD

PROJECT: Absalom Jones Community Center Drainage Improvements
OMB/DFM CONTRACT #: MC1002000542R
MEETING DATE: March 3, 2022
PREPARED BY: Pete Mandeville

<u>ATTENDEES</u>	<u>ORGANIZATION</u>	<u>PHONE</u>	<u>E-MAIL</u>
Joe Cochran	Cochran Excavating	302-652-6628	joe@cochranexcavating.com
John Militello	Stephens Excavating	610-888-3148	john@stephensex.com
Vince Dills	Merit Constr Engineers	302-992-9810	vinced@mce85.com
Steve Newman	Reybold Construction	609-202-4112	snewman@reybold.com
Julian Eveleigh	Anglin Construction	302-423-0117	jeveleigh@anglinconstruction.com
Chris Payson	Anglin Construction	302-521-9039	cpayson@anglinconstruction.com
Chas Chupein	Gessler Construction	484-880-3695	gesslerconstruction@comcast.net
Mike Hamby	Suppi Construction	302-293-8022	pm@suppiinc.com
Jim Fox	OMB / DFM	302-739-5644	jim.fox@delaware.gov
Ashlie Stanley	OMB / DFM	302-744-1165	ashlie.stanley@delaware.gov
Pete Mandeville	CDA Engineering	302-998-9202	pmandeville@cdaengineering.com

Item # Item

1. The project generally involves, but is not limited to, the removal and replacement of underground storm drainage infrastructure (piping and inlets) and roof downspouts piping and boots. Work also includes replacement of existing trees and grading improvements and walk restoration. Work is limited to the frontage of Absalom Jones Community Center facing Kiamensi Road.
2. A **MANDATORY** Pre-Bid Meeting will be held on Thursday, March 3, 2022, at 10:00AM at Division of Facilities Management Conference Room in the Thomas Collins Building, 540 S. DuPont Highway, Suite 1 (Third Floor), Dover, Delaware for the purpose of establishing the listing of subcontractors and to answer questions. Representatives of each party to any Joint Venture must attend this meeting. **ATTENDANCE OF THIS MEETING IS A PREREQUISITE FOR BIDDING ON THIS CONTRACT.**
3. Sealed bids shall be addressed to the Division of Facilities Management, 540 S. DuPont Highway, Suite 1, Dover, Delaware 19901. The outer envelope should clearly indicate: "**OMB/DFM CONTRACT NO. MC1002000542R – ABSALOM JONES COMMUNITY CENTER – DRAINAGE IMPROVEMENTS- SEALED BID - DO NOT OPEN.**"

4. Electronic Versions (PDF) of the Contract documents may be obtained by contacting the offices of CDA Engineering, Inc., phone (302) 998-9202, or emailing: pmandeville@cdaengineering.com (preferred). Upon receipt of \$50.00 per set, nonrefundable, the documents will be sent to you via electronic delivery. Checks are to be made payable to "CDA Engineering, Inc." 6 Larch Avenue, Suite 401, Wilmington, DE 19804.
5. Only plan holders who purchased bid documents sets from CDA Engineering will receive the Addendas.
6. Construction documents will be available for review at the following locations: Delaware Contractors Association; Associated Builders and Contractors.
7. Contractors must list themselves as the Subcontractor for all work which they propose to accomplish. All subcontractors doing work on this project will need to be listed on the bid form.
8. Contractors need to fill out all bid documents in full, ensuring all forms are signed and/or notarized as required.
9. The Subcontractor list was determined during the Pre-Bid Meeting and are as follows:
 - Excavation
 - Underground Piping
 - Downspouts
10. Absalom Jones Community Center restrooms will not be available for contractor use. Contractor shall provide a Portable Toilet for their use.
11. Site work time is 8:00 AM – 4:30 PM.
12. ADA access to the building through the project area will be maintained throughout the duration of the project.
13. Work completion times must accurately reflect both lead time of material availability and actual construction.
14. A contractor laydown area will be made available in the parking lot on the west side of the building.
15. All questions need to be addressed to CDA Engineering in writing. Contact Pete Mandeville pmandeville@cdaengineering.com.

16. The drawings were reviewed.

17. Scope of work is to provide the following:

- a. Removal of three (3) trees along Kiamensi Road
- b. Demolition of existing storm sewer piping. Remove all pipe except below Entrance 2 Ramp where pipe will be cut and capped.
- c. Test pit existing water line and telecom/data duct bank and report elevation data to engineer and owner.
- d. Install new storm sewer pipe and structures as shown on plan. Restoration of sidewalks and grassed areas.
- e. Alternate 1 – Replace downspout boots and cleanouts west of Entrance 2.
- f. Alternate 2 – Replace downspout boots and cleanouts east of Entrance 2.
- g. Alternate 3 – Replace 3 trees along Kiamensi Road. Locations to be determined by Owner.

Attachments:

Bid Register

ABSALOM JONES COMMUNITY CENTER DRAINAGE IMPROVEMENTS

CONTRACT # MC1002000542R

MANDATORY PRE-BID MEETING THURSDAY, MARCH 3, 2022

	COMPANY	CONTACT NAME	PHONE #	E-MAIL
1	OMB / DFM	Ashlie Stanley	302-744-1165	ashlie.stanley@delaware.gov
2	CDA Engineering	Pete Mandeville	302-998-9202	pmandeville@cdaengineering.com
3	Joseph A Cochran	Joe Cochran	302-652-6628	Joe@CochranExcavating.com
4	John Mitchell			
5	Stephens Excavating LLC	John M. Helle	610 888 3148	John@stephensexcav.com
6	MERIT CONSTRUCTION ENGINEERS, INC.	VINCENT DILLY	302-992-9810	Vinced@merit85.com
7	Reybold Construction	Steve Newman	609-202-4112	snewman@reybold.com
8	Anglin Construction	Julian Everleigh	302-423-0117	JEverleigh@AnglinConstruction.com
9	ACH	Chris Payson	302-521-9039	CPayson@anglinconstruction.com
10	Jim Fox OMB	Jim Fox	302-922-1062	Jim.Fox@delaware.gov
11	OMB/DFM	Ashlie Stanley	302-739-5644	ashlie.Stanley@delaware.gov
12	GESSLER Construction	Chas Chapman	484-880-3695	GESSLERCONSTRUCTION@COMCAST.NET
13	Supp: Construction	ASSALOM JONES Mike Hamby	302-293-8022	PM@Suppme.com

ABSALOM JONES COMMUNITY CENTER – DRAINAGE IMPROVEMENTS
310 KIAMENSI ROAD, WILMINGTON, DELAWARE 19804
OMB/ DFM CONTRACT #MC1002000542RRRR

BID FORM

For Bids Due: March 22, 2022

To: State of Delaware
OMB/DFM
Division of Facilities Management
540 S. DuPont Highway, Suite 1
Dover, DE 19901

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:

\$ _____ (\$ _____)

ALTERNATES

Alternate prices conform to applicable project specification section. Refer to specifications for a complete description of the following Alternates. An “ADD” or “DEDUCT” amount is indicated by the crossed out part that does not apply.

ALTERNATE No. 1: All roof leaders West of Entrance 2 along Kiamensi Road Frontage, _____

Add/Deduct: _____
(\$ _____)

ALTERNATE No. 2: All roof leaders East of Entrance 2 along Kiamensi Road Frontage, _____

Add/Deduct: _____
(\$ _____)

ALTERNATE No. 3: Replace Three (3) Street Trees. _____

Add/Deduct: _____
(\$ _____)

ALLOWANCES

The base bid above includes all allowances specified in the contract documents.

Allowance No. 1: Include an allowance entitle “General Owner’s Allowance” in the amount of **\$10,000.00**. This allowance will be utilized by the owner for owner-elected changes to the work. Any or all unused allowance monies shall be returned to the owner via a credit change order at the end of the project. This allowance shall be carried as an individual line-item on the Application for Payment. Acknowledge/Initial: _____

DRAINAGE IMPROVEMENTS
MC1002000542R

ABSALOM JONES COMMUNITY CENTER

ABSALOM JONES COMMUNITY CENTER – DRAINAGE IMPROVEMENTS
310 KIAMENSI ROAD, WILMINGTON, DELAWARE 19804
OMB/ DFM CONTRACT #MC1002000542R

BID FORM

UNIT PRICES

	<u>ADD</u>	<u>DEDUCT</u>
UNIT PRICE No. 1: <u>Remove unsuitable material. Import & place Type C, Select Borrow.</u>	\$ _____	\$ _____

ABSALOM JONES COMMUNITY CENTER

DRAINAGE IMPROVEMENTS

MC1002000542R

ABSALOM JONES COMMUNITY CENTER – DRAINAGE IMPROVEMENTS
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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
Affidavit of Contractor Qualifications
Bid Security
(Others as Required by Project Manuals)

ABSALOM JONES COMMUNITY CENTER – DRAINAGE IMPROVEMENTS
310 KIAMENSI ROAD, WILMINGTON, DELAWARE 19804
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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 & State)</u>	<u>Subcontractors tax-payer ID # or Delaware Business license #</u>
1. Excavation			
A.			
B.			
C.			
2. Underground Piping			
A.			
B.			
C.			
3. Downspouts			
A.			
B.			
C.			

ABDALOM JONES COMMUNITY CENTER

DRAINAGE IMPROVEMENTS

MC1002000542R

ABDALOM JONES COMMUNITY CENTER – DRAINAGE IMPROVEMENTS
310 KIAMENSI ROAD, WILMINGTON, DELAWARE 19804
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BID FORM (Continued)

4.

A.	_____	_____	_____
B.	_____	_____	_____
C.	_____	_____	_____

5.

A.	_____	_____	_____
B.	_____	_____	_____
C.	_____	_____	_____

6.

A.	_____	_____	_____
B.	_____	_____	_____
C.	_____	_____	_____

DRAINAGE IMPROVEMENTS
MC1002000542R

ABSALOM JONES COMMUNITY CENTER

ABSALOM JONES COMMUNITY CENTER – DRAINAGE IMPROVEMENTS
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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 **MC1002000542R** 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.

ABSALOM JONES COMMUNITY CENTER – DRAINAGE IMPROVEMENTS
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**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.

ABSALOM JONES COMMUNITY CENTER – DRAINAGE IMPROVEMENTS
310 KIAMENSI ROAD, WILMINGTON, DELAWARE 19804
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**AFFIDAVIT
OF
CONTRACTOR QUALIFICATIONS**

We hereby certify that we will abide by the contractor's qualifications outlined in the construction bid specifications for the duration of the contract term.

In accordance with Title 29, Chapter 69, Section 6962(d)(10)b.3 of the Delaware Code, after a contract has been awarded the successful bidder shall not substitute another subcontractor whose name was submitted on the Subcontractor Form except for the reasons in the statute and not without written consent from the awarding agency. Failure to utilize the subcontractors on the list will subject the successful bidder to penalties as outlined in the General Requirements Section 5.2 of the contract.

Contractor Name: _____

Contractor 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.