

*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.*

**BEAR VET CEMETERY EXPANSION
BEAR, DELAWARE
DBF #0586B065.B01 ❖ OMB/DFM #MJ2009000008
FEBRUARY 12, 2026**

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 1: The pre-bid meeting minutes are attached to this addendum.

Item 2: The Bid Form has been revised to include the sub list and is attached to this addendum.

Item 3: Clarification: Niche covers are to be purchased and installed by the Contractor. Niche covers must match style of existing columbaria. See attached revised drawings.

END OF ADDENDUM

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**PREBID MEETING MINUTES
BEAR VET CEMETERY EXPANSION
BEAR, DELAWARE
DBF #0586B065.B01 ❖ OMB/DFM #MJ2009000008
FEBRUARY 12, 2026**

In Attendance

OMB/DFM:	Patrick McKenna Jennifer Coverdale Chip Lieber	patrick.mckenna@delaware.gov jennifer.coverdale@delaware.gov chip.lieber@delaware.gov
DOS:	Jacqueline Hayman-Carter Anthony Bourdeam	jacqueline.hayman-carter@delaware.gov anthony.bourdeam@delaware.gov
Davis, Bowen & Friedel, Inc.:	Ring Lardner Michael Bauman Brianna Booth	rwl@dbfinc.com mpb@dbfinc.com bnb@dbfinc.com

Contractor Attendees:

Bathon:	Katie Wilhelm
Conventional Builders:	Greg Thompson
Kimball Construction:	Michael Elmore
Kimball Construction:	Lewis Kimball
Amakor:	Ryan Jackson

Items Discussed

1. Attendance at the pre-bid is mandatory for general contractors to submit a bid. A brief project description was given by DBF.
2. All questions during the bidding shall be submitted in writing to Davis, Bowen & Friedel, Inc., attention: Michael Bauman, via email mpb@dbfinc.com no later than close of business on February 23, 2026. No addenda will be issued 2 days prior to the date for receipt of bids except an addendum withdrawing the request for bids or one which extends the time or changes the location for the opening of bids.
3. Bids will be accepted until 1:00 p.m. local time on February 23, 2026, by email. No late bids will be considered.
4. A Bid Bond equal to ten percent of the bid price including alternates, if applicable. All bid submission documents, including the bid bond, must be completed on the forms provided in the

specifications. A Performance Bond equal to 100 percent of the contract amount must also be posted upon execution of the contract. Bonds must also cover the allowance and alternates. No construction schedules are required with the bid. The GC shall submit the Affidavit of Contractor Qualifications with their bid. The Affidavit of Craft Training Compliance and the Affidavit of Employee Drug testing for Contractor and all Subcontractors shall be required prior to Contract execution.

5. Contractor shall note the projected contract duration on the Bid Form. Contract duration is the time from issuance of the Purchase Order to Substantial Completion.
6. The subcontractor list must accompany the Bid Form. The subcontractor list shall include the following trades: Sitework, concrete, masonry and columbaria. The name of proposed Subcontractor performing the work of each category should be identified in that category. The contractor must also list itself in any category where they intend to perform any of the work of that category.
7. The prime general contractor must submit their Delaware Business License/number when submitting their bid. Business licenses for all subcontractors must be submitted at Contract execution.
8. A walk-through of the areas of work will take place on February 23, 2026, at 11:00 a.m.; meet at the administration building.
9. Funding: The project is state funded. Prevailing Wage Rates will be required. For bidding purposes, contractors should refer to the rates and benefits for Building Construction effective March 15, 2025. The contractor will be responsible for sending wage reports to the Department of Labor.
10. Submissions: New Castle County permit is the responsibility of the contractor. Lines and grades permit provided by the State.
11. The contractor must have a supervisor on-site at all times during work of any subcontractors or their own forces, including punch-list work. The Prime Contractor is responsible for the accuracy of all work of all Subcontractors.
12. Normal business hours are 7:00 a.m. to 4:00 p.m., Monday through Friday, except State holidays. The contractor will be allowed to work during normal business hours.
13. Contractor shall provide their own toilet facility and any utilities needed.
14. The contractor shall be responsible for the means and methods required to complete the entire scope of work.

15. Stormwater pipe is an alternate.

Pre-Bid Meeting Minutes
Bear Vet Cemetery Expansion
February 12, 2026
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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.

A handwritten signature in cursive script that reads "Michael Bauman".

Michael Bauman, AIA
Architect - Associate

cc: All attendees

STATE OF DELAWARE
OFFICE OF MANAGEMENT AND BUDGET
DIVISION OF FACILITIES MANAGEMENT
CONTRACT #MJ2009000008
DE VET CEMETERY EXPANSION
BEAR, DELAWARE

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)

STATE OF DELAWARE
OFFICE OF MANAGEMENT AND BUDGET
DIVISION OF FACILITIES MANAGEMENT
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DE VET CEMETERY EXPANSION
BEAR, DELAWARE

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. Sitework	_____	_____	_____
A.	_____	_____	_____
B.	_____	_____	_____
C.	_____	_____	_____
2. Concrete	_____	_____	_____
A.	_____	_____	_____
B.	_____	_____	_____
C.	_____	_____	_____

STATE OF DELAWARE
OFFICE OF MANAGEMENT AND BUDGET
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3.	Masonry	_____	_____	_____
	A.	_____	_____	_____
	B.	_____	_____	_____
	C.	_____	_____	_____
4.	Columbarium	_____	_____	_____
	A.	_____	_____	_____
	B.	_____	_____	_____
	C.	_____	_____	_____

STATE OF DELAWARE
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BEAR, DELAWARE

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 MJ2009000008 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.

STATE OF DELAWARE
OFFICE OF MANAGEMENT AND BUDGET
DIVISION OF FACILITIES MANAGEMENT
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BEAR, DELAWARE

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.

STATE OF DELAWARE
OFFICE OF MANAGEMENT AND BUDGET
DIVISION OF FACILITIES MANAGEMENT
CONTRACT #MJ2009000008
DE VET CEMETERY EXPANSION
BEAR, DELAWARE

**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.