



315 S. Chapel St.
Newark, DE 19711
Phone
302.738.7172
Fax
302.738.7175
www.dedc-eng.com

PRE-BID MEETING SUMMARY
STATE OF DELAWARE
DELAWARE ARMY NATIONAL GUARD (DEARNG)
BIDEN NATIONAL GUARD/RESERVE CENTER
LIGHTING CONTROLS REPLACEMENT
DEARNG # 2024-10
ADDENDUM #1

ATTENDEES:

See attached sign in sheet.

GENERAL STATEMENT:

- A. The Mandatory Pre-bid meeting was held on Thursday June 4, 2026 at 11:00 a.m. in the Multi-Purpose Room at the Biden National Guard/Reserve Center located in New Castle, DE 19720.

ITEMS DISCUSSED

B. Key dates

1. Bid Due – June 25, 2026 at 1:00 PM in the Multi-Purpose Room at the Biden National Guard/Reserve Center located in New Castle, DE 19720.
2. Bid Opening – June 25, 2026 at 1:00 PM in the Multi-Purpose Room at the Biden National Guard/Reserve Center located in New Castle, DE 19720.
3. Questions and substitution requests submission deadline – June 18, 2026 at 4:00 p.m.
4. Last addendum – Close of business on June 22, 2026 at 5:00 p.m.

C. Key topics

a. Bids

- a. The contractor must use the bid bond and bid form supplied in project manual. The bid form must be submitted with one original complete bid form and one copy only.
- b. The contractor shall make sure they identify the project name on the front of their envelope when they submit their bid.
- c. Change of date and time for the bid due date shall occur no later than two days prior to the currently established bid due date and time.
- d. Each bidder shall include a signed Affidavit for the Bidder certifying compliance with OMB Regulation 4104 - "Regulations for the Drug Testing of Contractor and Subcontractor Employees Working on "Large Public Works Projects." "Large Public Works" is based upon the current threshold required for bidding Public Works as set by the Purchasing and Contracting Advisory Council.
- e. Contract documents may be obtained in digital format via email by calling the office of DEDC, LLC, 315 S. Chapel Street Newark, Delaware 19711, phone 302-738-7172, or emailing Ryan Malin rmalin@dedc-eng.com and upon receipt of \$25.00 per electronic set, cash or check, non-refundable. Checks made payable to "DEDCC, LLC".



315 S. Chapel St.
Newark, DE 19711
Phone
302.738.7172
Fax
302.738.7175
www.dedc-eng.com

- f. There is a \$50,000 allowance to be included in the base bid for use upon the owner's instructions for any miscellaneous items found during construction. This allowance may only be billed against with the owner's written approval.
- g. The DEARNG 2026 calendar of holidays and events is attached to this addendum.
- b. The DEARNG project managers will be Marc Orndorff, 302-326-7132, marc.a.orndorff.civ@army.mil and Nikia Wongus, nikia.l.wongus.nfg@army.mil
 - The building point of contact will be 1SG Louis Krause, (302) 326-7181, louis.c.krause.mil@army.mil
- c. Building Access
 - a. A walkthrough was conducted immediately following the pre-bid.
 - b. A second walkthru is available on Thursday, June 11 from 1-2pm. Contractors are to gather in the lobby before 1pm to meet Marc Orndorff for the walkthrough..
 - c. For any another building walk-thrus contractors shall coordinate with DEARNG. The intent is to find a date and time that works for all contractors so that additional site visits are limited. For any related questions please contact the following personnel via email:
 - i. Marc Orndorff, 302-326-7132, marc.a.orndorff.civ@army.mil
 - ii. Nikia Wongus, nikia.l.wongus.nfg@army.mil
 - iii. Ryan Malin @ rmalin@dedc-eng.com
- d. Clarifications
 - a. All questions must be submitted in writing via e-mail to Ryan Malin rmalin@dedc-eng.com and Eric Taggart etaggart@dedc-eng.com. Phone calls will not be accepted.
 - c. All contractors on site shall have a background check performed and approved by DEARNG prior to beginning work on site. Paperwork to be submitted for this is attached to the end of this addendum. Contractors will be issued badges once approved. Badges will be shown to security upon arrival.
 - b. The Contractor who is bidding the project shall have a full time superintendent or working foreman during the duration of construction.
 - c. This is a Delaware Prevailing Wage project (New Castle County).
 - d. In the pre-bid the following 2 subcontractors were discussed to be listed in the bid form subcontractor list sheet: Electrical and General Trades (carpentry, drywall, patching, etc).
 - e. Be sure to list your company name if your company is performing this work.
 - f. On the subcontractor list sheet in the bid form each tertiary subcontractor is to be listed under each discipline as needed.
 - g. All companies listed must be registered in the State of Delaware to perform this work.
 - h. No tobacco use is permitted on the campus.



315 S. Chapel St.
Newark, DE 19711

Phone
302.738.7172

Fax
302.738.7175

www.dedc-eng.com

- i. Contractor shall not begin work until new devices, equipment, etc. have arrived on site to minimize down time.
- j. Exact work hours, as far as daily start and stop times, will be determined at the pre-construction meeting. It is anticipated that work hours will be M-Th in 10 hour shifts. Contractor is responsible for coordinating the off-hours work w/ DEARNG.
- k. There will be progress meetings on this project every 2 weeks on a specific day and time, to be determined at the construction kickoff meeting.
- l. Contractor to provide a full schedule before the project is to begin. It is the contractor's responsibility to ensure all equipment/material lead times meet the project schedule.
- m. Provide 3-week look ahead schedule at each meeting to indicate work areas, shutdowns.
- n. Any building systems shutdowns must be requested with at least 7 calendar days written request (and a minimum of 1 day) unless discussed otherwise during the pre-construction meeting. DEARNG will make every effort to coordinate a reasonable time for shutdowns based on coordination of manpower and critical DEARNG activity schedules.
- o. DEARNG clarified that individual addendums are to be listed individually on the bid form, i.e. list out Addendums 1,2,3 and do not list Addendums 1-3.
- o. There are currently zero alternates in the project documents.
- p. When listing contractor company names in the bid form please do not list any as abbreviations. Full company names are required.
- q. When filling in the contractor's days to complete the project in the bid form the contractor shall list total days including days for work related to pre-construction, submittals, RFI's, etc. Please do not only list total days on site.
- r. All permits required for this effort to be obtained by the contractor.

D. Third Party testing/Commissioning

1. There is no third party commissioning agency on this project.

E. Questions

Questions regarding BAS tie-in, Fire Alarm tie-in, wall patching, paint colors, paint areas, ceiling tiles replacement, DEARNG lockout tagout procedures, coordinating temporary lighting outages during work days, etc. were asked in the pre-bid meeting however contractors were asked to submit them in written RFI format. RFI answers will be provided in a later addendum

F. Addendum #1

1. Pre-Bid Meeting Summary (this document) (3 pages)
2. Typed Sign-In Sheet (1 page)
3. Scanned Hand Written Sign-In Sheet (1 page)
4. DEARNG 2026 Calendar of Events (1 page)
5. DEARNG Background Check Paperwork (1 page)

Summarized By: DEDC, LLC
Ryan Malin

Date: June 9, 2026

Name	Company	Phone	Arrival (am)	E-mail
Ryan Malin	DEDC, LLC	302-738-7172	10:50	rmalin@dedc-eng.com
Eric Taggart	DEDC, LLC	302-738-7172	10:50	etaggart@dedc-eng.com
Teagan DiRusso	Filec Services	302-328-7188	10:50	estimating@filecservices.com
Rob Bolen	Battaglia	302-218-6935	10:51	rbolen@battag.com
Ethan Holcroft	Radius Systems LLC	610-207-3909	10:51	eholcroft@radiussystemsllc.com
Chris Hyatt	Electrical Integrity	302-388-3034	10:51	twgargalas@elecintegrity.com
Amy Whiteluke	ELA+Synergy	610-657-5610	10:57	amyw@ses95.com
Matt Bailey	Power Plus Electrical Contracting, Inc	302-736-5070	10:45	mattb357@gmail.com
Noah Hagan	Zeronet	302-841-8160	10:45	Noah.Hagan@zerodraftmd.com
Alec Hill	Shepherd Electric Supply	443-280-4878	10:45	alec.hill@shepherdelec.com
Fred Fisher	First State Electric	302-322-0140	10:55	fredf@firststateelectric.com
Nicholas Webb	DK Construction LLC	610-883-3133	11:00	cdike.dkconstructionservices@gmail.com
Scott Capaldi	Critical Design & Construction	302-588-4406	10:45	bids@cdacorp.net
Rob Kempinski	New London Electric	302-897-0249	11:00	rkempinski@newlondonelectric.com
Nikia Wongus	DEARNG		11:00	nikia.l.wongus.nrg@army.mil
Marc Orndorff	DEARNG	302-326-7132	11:00	marc.a.orndorff.civ@army.mil

*All parties stayed for the full meeting.

DEARNG Contract #2024-10

Meeting Start: 11:00 am

Meeting End: XX:XXpm

[illegible]

2026 DELAWARE NATIONAL GUARD CALENDAR (4/10)

CHANGES TO OFFICIAL SCHEDULE MUST BE APPROVED BY HRO

S M T W T F S

JANUARY

				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY

					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE

	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

LEGEND

FEDERAL HOLIDAY

FTS REGULAR DAY OFF *

AIR FED PAY

ARMY FED PAY

ARMY & AIR DRILL

ARMY (ONLY) MUTA

AIR (ONLY) RSD

PAY PERIODS BRACKETED

FEDERAL HOLIDAYS

JANUARY

1 - New Year's Day
19 - Birthday of MLK, Jr.

FEBRUARY

16 - Washington's Birthday

MAY

25 - Memorial Day

JUNE

18 - Juneteenth Nat'l
Independence Day (obs)

JULY

6 - Independence Day (obs)

SEPTEMBER

7 - Labor Day

OCTOBER

12 - Columbus Day

NOVEMBER

11 - Veterans Day
26 - Thanksgiving Day

DECEMBER

24 - Christmas Day (obs)

ARMY MUTA dates IAW Appendix 16, Tab B to Annex C of OPORD GRIFFIN. AIR RSD dates IAW SO M-01 dtd 6 JUN 2025. Verify MUTA/RSD dates with your Individual unit of assignment.

S M T W T F S

JULY

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER

				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

S M T W T F S

* RDO Scheduling is compliant with CBA Article XI, Section 6

The Following Information is Mandatory to Provide Per TAG Policy Memorandum No. 36

****Information Must Be Typed Out (Not Handwritten)****

*****Pre-Enrollment is Highly Encouraged Using the Link Below*****

<https://dbids-global-enroll.dmdc.mil/preenrollui/#/landing-page>

DATE:

CONTRACTOR:

ADDRESS:

PHONE/FAX:

[illegible]