

Instructions to Bidders

DEFINITIONS

Bid – The Bidder’s formal offer, written and submitted on the prescribed forms, to perform the Work for the Project at a specified cost based on the terms and conditions outlined in the Bidding Documents.

Bidding Documents – The Bidding Documents include the Invitation for Bids (advertisement); Instructions to Bidders; Bid Forms and Supplements (including but not limited to the Bid Form; Bid Schedule(s); and all Bid Certifications and Disclosures); Bid bond or other accepted forms of Bid security; proposed Contract Documents; and issued Addenda.

Contract Documents – The Contract Documents include the Bid submitted by the awarded Contractor; the Project Manual, other than the supplemental resource material included in the Appendices which provide geotechnical and existing conditions information; the Plans; and issued Addenda.

Project Manual – A comprehensive written manual consisting of the documents that define the technical, contractual, and administrative requirements for procuring and constructing the Project. Contents may be bound in one or more volumes.

BIDDING REQUIREMENTS

Refer to Section 20, *Proposal Requirements and Conditions*, in *Part 1 – General Contract Provisions*.

PRE-BID CONFERENCE (NON-MANDATORY)

A pre-bid conference for the Construct Taxiway B - Bid Package 3 Project will be held to discuss the proposed construction, Project Manual, and Plans. All potential Bidders are strongly encouraged to attend. The pre-bid conference details are as follows:

Date: Tuesday, June 2, 2026

Time: 10:00 AM local time

Format: In-person meeting

Location: Delaware Coastal Airport
Airport Terminal Conference Room
21553 Rudder Lane
Georgetown, Delaware 19947

BIDDER QUESTIONS

A Bidder that has questions regarding the correct meaning of a Project requirement may submit a written request for interpretation. Questions should be sent via email to the Owner's representative in the "Attention" line listed below and include the Project name; Airport name and location; Delta Project number; and Bidder's name, contact information, and contact phone number.

Attention: William M. Eschenfelder, P.E. and Evan J. Long
Via Email: weschenfelder@deltairport.com; elong@deltairport.com
Project Name: Construct Taxiway B - Bid Package 3
Airport Name: Delaware Coastal Airport
Airport Location: Georgetown, Delaware
Delta Project Number: 25031 - GED

Questions received after 12:00 PM (noon) local time on Tuesday, June 9, 2026, may not be answered.

QUALIFICATION OF BIDDERS

The Bidder must provide evidence of its competency and financial responsibility to perform the Project Work. Evidence must be submitted to the Owner with the Bid. Refer to Section 20, paragraph 20-02, *Qualification of Bidders*, as found in *Part 1 – General Contract Provisions* for a description of acceptable documentation.

The Owner is subject to public records laws and may be required to release Bid submissions in accordance with the law. Any document submitted as evidence of qualifications that the Bidder deems to be confidential must be clearly identified and marked as such; however, the material may still be subject to public release under applicable law. The Bidder may seek to invoke confidential information protection for submission of any data/material by (1) identifying the data/material in a written description included with the Bid submission, (2) clearly marking the data/material as confidential, and (3) providing a written statement included with the Bid submission detailing the reasons why protection is necessary. The Owner reserves the right to ask for additional clarification prior to establishing protection.

FEDERAL CONTRACT PROVISIONS AND SUBCONTRACTS

In order for the Owner to remain compliant with its Sponsor obligations, federal laws and regulations require the Owner as a recipient of federal assistance to include specific provisions in certain contracts, solicitations, or specifications regardless of whether the Project is federally funded. These clauses are listed in Contract Conditions.

Unless otherwise stated, the Federal Contract Provisions contained within the Bidding and Contract Documents shall flow down to subcontracts and to sub-tier agreements, and the Contractor shall be responsible for compliance with the Federal Contract Provisions by any subcontractor, lower-tier subcontractor, or service provider.

By signing and submitting a Bid for the Project, the Bidder certifies that it has read, understands, and will comply with all Federal Contract Provisions.

PRIME CONTRACTOR AND SUBCONTRACTOR DATA COLLECTION

The U.S. Department of Transportation, under 49 CFR Part 26 Subpart A, requires the Owner to collect and report certain prime contractor and subcontractor data on its federally assisted projects. The Bidder must submit with its Bid a completed *Prime Contractor Data Collection Form* for itself and a completed *Subcontractor Data Collection Form* for every firm with which it intends to subcontract to perform Work for the Project, regardless of its Disadvantaged Business Enterprise (DBE) status. Both forms are provided herein.

AWARD OF CONTRACT

Refer to Section 30, *Award and Execution of Contract*, in *Part 1 – General Contract Provisions*.

OTHER CONTRACT CONDITIONS, INCLUDING INSURANCE REQUIREMENTS

Refer to Section 10, *Definition of Terms*, and Sections 40 through 90 as found in *Part 1 – General Contract Provisions*.

END OF INSTRUCTIONS TO BIDDERS