
PRE-BID MEETING



Bunker Hill HVAC Upgrades
6620 Shelbyville Road, Indianapolis, IN 46237
January 5, 2022



- Dr. Bruce Hibbard, *Superintendent*
- Fred McWhorter II, *Chief Operating Officer*
- Rick Hunter, *Director of Facilities*
- Dr. Heather Finn, *Principal*



- Jen Carroll, *Project Architect*
- *Eric Eisberg, Construction Administration*

THE SKILLMAN TEAM



- Bart York, Account Executive
- Kevin Gujral, Sr. Project Manager
Phone: 317-788-5141
Email: kgujral@skillman.com
- Dave Spegal, Site Manager
Phone: 317-741-4377
Email: dspegal@skillman.com
- Joel Markiewicz, Project Engineer
Phone: 317-409-8985
Email: jmarkiewicz@skillman.com
- Brandi Holmes, Admin. Assistant
Phone: 317-788-5112
Email: bholmes@skillman.com

SCOPE OF WORK



- Selective Demolition
 - New Vertical Unit Ventilators
 - CHW/HW/Condensate Tie-Ins
 - New ductwork at existing ceilings to remain
 - New casework at perimeter wall VUVs
 - Mechanical Closets and Doors
 - New Ceilings at Select Areas
 - Glass Storefront
-
- Approximate Budget = \$1.9M

MULTIPLE CONTRACT SUMMARY



- Review Section 01 12 00 – Multiple Contract Summary. Review all Specification Sections that are in your Scope of Work.
- Review ALL project specific clarifications for ALL Bid Categories.
- Davis-Bacon Wage Rates applicable for Bid Category No. 2 only.

BID CATEGORIES



- Bid Category No. 1 – General Trades
- Bid Category No. 2 – Mechanical/Electrical

SPECIAL REQUIREMENTS



- All Contractors and their Sub-contractors must be enrolled in SafeVendor. To create your account with SafeVendor please visit:

www.safevisitorsolutions.com/safevendor-app-agreement

- Every worker on the project must have their expanded criminal history and sex offender clearance thru Safe Vendor prior to arriving on site for safety orientation.

PUBLIC WORKS LAW INDIANA CODE 5-16-13



- Tier 1 – Self-Perform 15% of Contract
- Qualification through D.O.A.
 - **Bids shall not be considered unless (1) the Prime Bidder and (2) all lower tiered Subcontractors whose subcontract is estimated to \$300,00 or more are qualified at the time of the bid in accordance with IC 4-13.6-4.**
- Written Drug Testing Plan with Bid IC 4-13-18-5
- Minimum Insurance Requirements
 - \$1M/Occurrence, \$2M/Aggregate
- Mandatory Enrollment in E-Verify
 - Case Verification # for ea./employee
- Cannot Pay Employees in Cash
- Retain Payroll Records for 3 Years
- Contractor Must Comply With
 - Fair Labor Act
 - Indiana's Workers Comp Insurance
 - Indiana's Unemployment Comp
- Mandatory Training Based Upon Number Of Employees
- Failure To Comply May Result In Debarment From Public Works Projects for 4 Years

ANTICIPATED CHALLENGES



- Equipment/Material Lead Times
- Short Installation Window during Summer Break (7 Weeks)
- Construction Parking shall be within designated area as directed by FTCSC.

ALLOWANCES



- Review Section 01 21 00 for Allowances that apply to your Scope of Work.
- Include identified Allowances within your Base Bid.

INTSTRUCTION TO BIDDERS



- Review Section 00 01 00 for Instructions to Bidders
- Addenda No. 1 was issued on 01/04/22.

RFI PROCESS



- Each Bidder is encouraged to contact the Construction Manager in the event that problems occur, or questions arise in analyzing the Drawings and Specifications, where additional clarification or information would be helpful in the preparation of a proper bid.
- Submit all questions in writing to **Kevin Gujral** (kgujral@skillman.com). All Requests for Information must be received before end of business on 01/07/22.

SUBSTITUTION REQUESTS



- Prior to receipt of bids, the Architect will consider proposals for substitution of materials, equipment, and methods only when such proposals are submitted in writing within the time period stated before the date and time set for receipt bids, and are accompanied by full and complete technical data and other information required by the Architect to evaluate the proposed substitution
- Request for product approval shall be submitted on the Substitution Request Form and sent to: **Kevin Gujral (kgujral@skillman.com)**. **All Substitution Request Forms must be received by end of business on 01/07/22.**

CONSTRUCTION TIMELINE



- Review Section 01 32 00, Schedules and Reports
- Anticipated Construction Start Date: June 1, 2022
- Anticipated Completion Date: July 28, 2022.
- See Guideline Schedule

CONSTRUCTION TIMELINE



Franklin Township Community School Corporation

GUIDELINE SCHEDULE - BUNKER HILL ELEMENTARY HVAC UPGRADES PROJECT

ACTIVITY	2021					2022																
	December					January				J	F	M	A	M	J	J	A	S	O	N	D	
	2	9	16	23	30	6	13	20	27													
Bidding		7					13															
Pre-Award Conferences / Recommendaton Letter							17-18															
Board Meeting - Award Contracts								24														
CONSTRUCTION PHASE																						
Notice To Proceed								25														
Contracting																						
Permitting, Submittals, Long Lead Items									27					30								
Mobilize															1							
Construction															1	28						
Substantial Completion																28						
First Day for Teachers																28						
First Day of School																	1					

BID TO AWARD TIMELINE



- Bids Received 01/13/22
- Pre-Award Meetings 01/17/22
- FTCSC Board Meeting 01/24/22
- Notice to Proceed 01/25/22
- **All Subcontractor and Products Lists must be submitted by 01/16/22.**

BID FORM



- Review and fully complete the Bid Form 00 31 00
- Complete all alternates on the Bid Form that may affect your Scope of Work

BIDDERS REMINDER LIST



NAME OF BIDDER

BIDDER REMINDER LIST TO BE COMPLETED AND INCLUDED IN BID PACKAGE FOR REVIEW AT BID OPENING

	YES	NO
Have you properly and completely executed the Bid Form (Section 00 31 00)?		
Is the Bid Total written in both words and figures?		
Are the Alternate quantities in both words and figures and noted as Add or Deduct ?		
Is the Non-Collusion Affidavit , part of the Bid Form, signed & notarized?		
Have you enclosed a certified check or Bid Bond ? (Note: bond must be signed by Surety and Principal)		
Have you included your company's Financial Statement ?		
Have you included your Written Drug Testing Plan that covers all employees of the bidder who will perform work on the public work project and meets or exceeds the requirements set in IC 4-13-18-5 or IC 4-13-18-6?		
Have Subcontractors and Products List to the Construction Manager within 24/48 Hours of the Bid for Apparent Low Bidders.		
On the outside of the envelope containing your Bid have you indicated: The Project Name Bidder's Name Bid Category No. Date and Time of Bid Opening Owner's Address Address to Where Bid is to be Delivered if different from Owners Address		

NOTE: IF ANY OF THE REQUIRED BIDDING DOCUMENTS ARE NOT INCLUDED, DATED OR PROPERLY EXECUTED, THE CONTRACTOR'S BID MAY NOT BE ACCEPTED.

CONSTRUCTION DOCUMENTS



- Construction Documents are available at: www.skillmanplanroom.com
- Bidding Contractors are required to pay for Documents. The electronic files are available at no cost.
- The Documents can be picked up at the following locations:
 - Eastern Engineering
9901 Allisonville Road
Fishers, IN 46038
Phone 317-598-0661

PRE-AWARD INTERVIEWS



- January 17, 2022

Bid Category No. 1 – General Trades

09:00 AM

Bid Category No. 2 – Mechanical/Electrical

10:00 AM

Subject to Change

PREBID SIGN IN AND BUILDING TOURS



- All bidders please Email bholmes@skillman.com if you are on this virtual Pre-Bid Meeting.

Building Tour:

- Thursday 01/06/22 at 04:00 PM (Face Masks Required)

Email dspegal@skillman.com and jmarkiewicz@skillman.com to confirm you will be attending. Meet at Main Entrance.

A copy of this presentation will be available on the Skillman Planroom website.

BID OPENING



- **Date: January 13, 2022**
- **Time: 2:00 PM (Local Time)**
- **Location: Franklin Township Community School Corporation Administration Office**
6141 S. Franklin Road S.
Indianapolis, IN, 46259

Q&A

