

PRE-BID MEETING

January 20, 2022
2:00 PM

Perry Township
Academic Center



Perry Township Schools

- Patrick Mapes, Superintendent
- Chris Sampson, Assistant
Superintendent
- Kirby Schott, Director of Facilities



Schmidt Associates



Duane Dart, *Project Manager*

David McDow, *Project Architect*

Email: dmcdow@schmidt-arch.com

Daniel Roesner, Construction
Administration

Email: droesner@schmidt-arch.com



THE SKILLMAN TEAM

Victor Landfair, Account Executive

Kevin Gujral, Project Manager

Phone: 317-318-5647

Email: kgujral@skillman.com

Brad Walker, Site Manager

Phone: 317-696-5878

Email: bwalker@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

Remodel of existing facility to include:

- JRW Classrooms, Teacher Support Spaces and Shops
- Main Entrance including new elevator
- Technology and Warehouse
- New Food Service on 1st and 2nd Floor
- Sanitary Sewer and Grease Trap
- Hardscape and Softscape
- JWR Classroom VUVs and Electrical Panels A, B1, N and MDP2 pre-purchased by Owner

\$2.8M Budget



MULTIPLE CONTRACT SUMMARY

- Review Specification 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



BID CATEGORIES

- Bid Category No. 1 – General Trades
- Bid Category No. 2 – Mechanical/Plumbing/Fire Protection
- Bid Category No. 3 – Electrical/Technology
- Bid Category No. 4 – Food Service



SPECIAL REQUIREMENTS

- Contractor parking will be limited to designated areas as agreed to with Perry Township Schools.
- All Contractors and their Sub-contractors must be enrolled in SafeVendor. Please visit www.safevisitorsolutions.com/safevendor-app-agreement to create your account with SafeVendor.
- Every worker on the project must have their expanded criminal history and sex offender clearance thru Safe Vendor prior to arriving on site.



**Public
Works Law
Indiana Code
5-16-13**

- TIER 1 – SELF-PERFORM 15% OF CONTRACT
- QUALIFICATION THROUGH D.O.A. www.in.gov/idoa/2486.htm
 - For all Contracts of \$300,000 or more
- 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 Number for each 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

- Maintain clean and orderly work zones; limit dust infiltration into occupied areas.
- Material and equipment lead times
- JRW Renovations MUST be complete by July 27, 2022
- Maintain traffic flows; minimize parking impacts.



INSTRUCTION TO BIDDERS

- Review Specification Section 00 10 00 - Instructions to Bidders.



ALLOWANCES

- Review Section 01 21 00 for Allowances that apply to your Scope of Work.



RFI PROCESS

- Each Bidder is encouraged to contact the Construction Manager if 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 by end of day January 28, 2022.



SUBSTITUTION REQUESTS

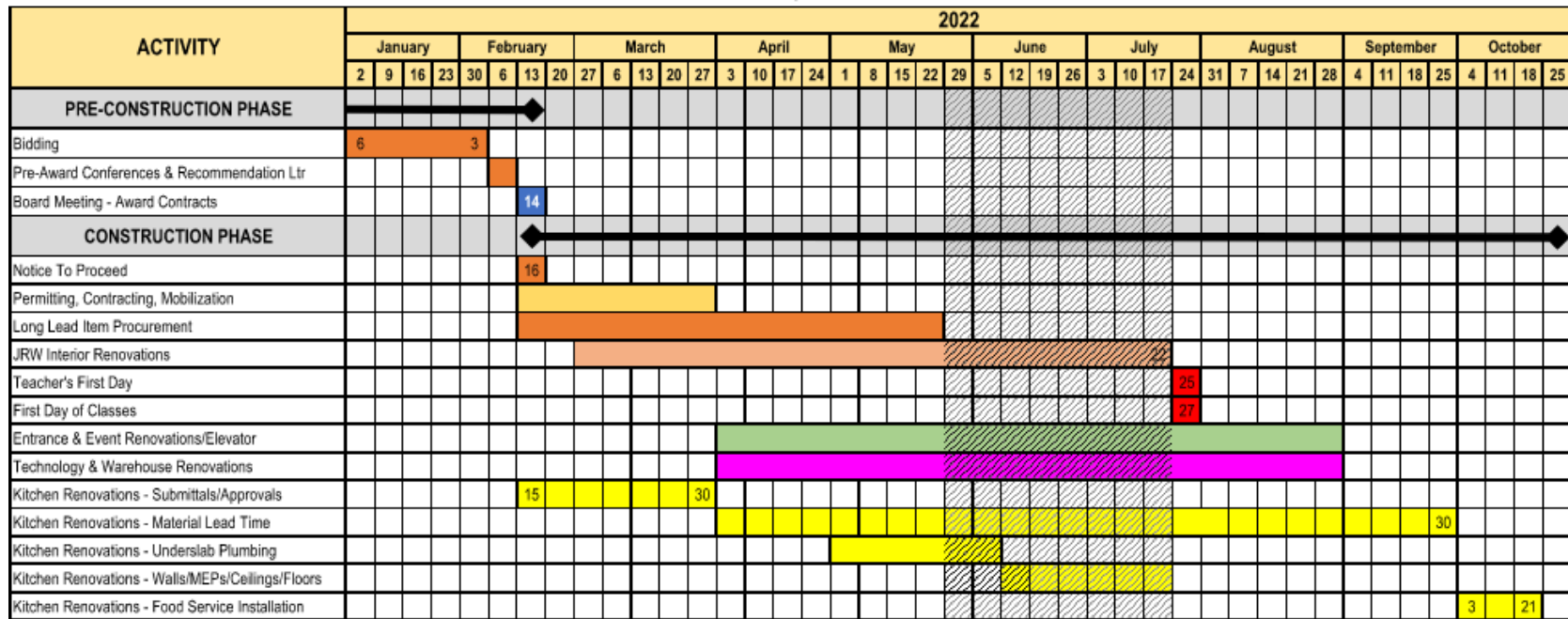
- Prior to receipt of bids, the Architect will consider proposals for substitution of materials, equipment, and methods only when such proposals are submitted in writing within the time period stated before the date and time set for receipt of bids and are accompanied by full and complete technical data and other information required by the Architect to evaluate the proposed substitution.
- Requests for product approval shall be submitted on the Substitution Request Form and sent to **Kevin Gujral (kgujral@skillman.com)**.
- All Substitution Requests must be received by end of day January 28, 2022.



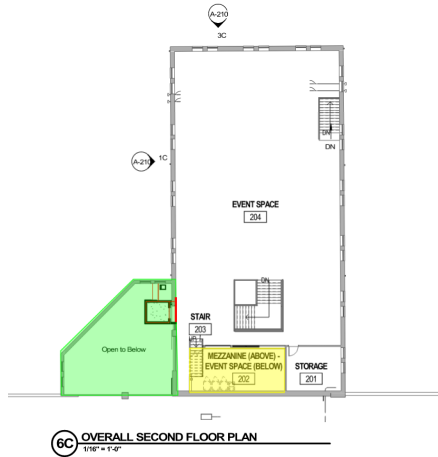
CONSTRUCTION TIMELINE

- Review Specification Section 013200 - Schedules and Reports
- Anticipated Construction Start Date: March 15, 2022 (Demolition)
- Anticipated Construction Completion Date: October 21, 2022
- See Guideline Schedule dated 01/10/22



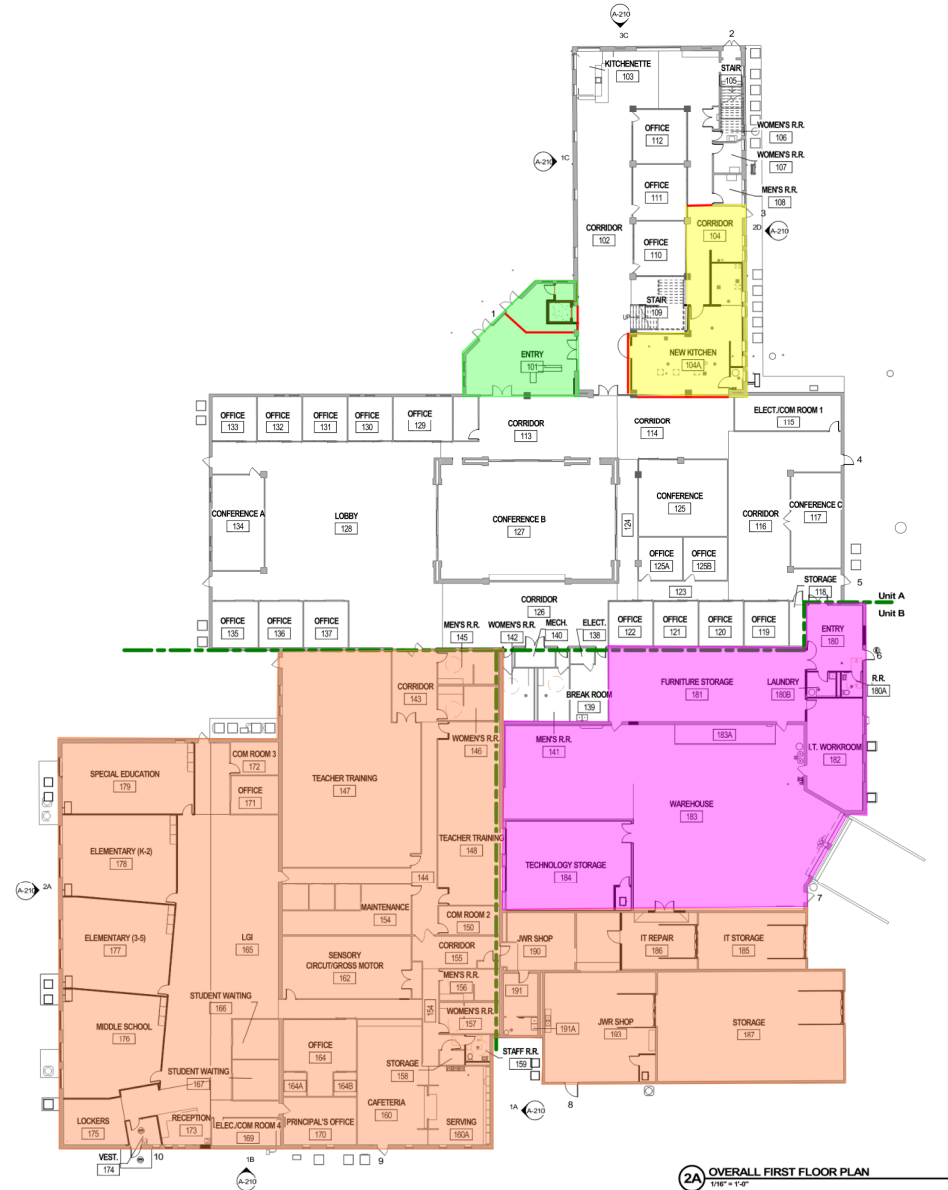


PHASING PLAN



- TEMPORARY PARTITIONS BY BID CATEGORY NO. 1
- JRW Interior Renovations (Unoccupied)
- Entrance and Event Renovations (Occupied)
- Technology and Warehouse Renovations (Unoccupied)
- Kitchen Renovations (Occupied)

NOTE: NEW DOORS AND/OR SCHEDULED DOOR REPLACEMENT WORK TO BE COMPLETED CONCURRENTLY WITHIN EACH PHASE



PP-001 PHASING PLAN
01/06/22

BID FORM

- Review and fully complete Specification Section 00 31 00 – Bid Form



BIDDER 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 ?		
Have you included Food Service Unit Prices for specification section 11 40 00 ?		
Is the Non-Collusion Affidavit , part of the Bid Form, signed & notarized?		
Include XBE Information		
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 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 location:
 - Eastern Engineering, 9901 Allisonville Road, Fishers, IN 46038, Phone 317-598-0661



BID TO AWARD TIMELINE

- Bids Received: February 3, 2022
- Pre-Award Meetings: February 8, 2022
- PTS Board Meeting: February 14, 2022
- Notice to Proceed: February 15, 2022
- Bid Tab will be posted on the Skillman Plan Room Website.
- **Subcontractor and Products Lists must be submitted by February 7, 2022 (2 Low Bidders from each Bid Category).**



BID OPENING

- Date: February 3, 2022
- Time: 2:00 PM (local time)
- Location: Perry Township Schools
6548 Orinoco Avenue
Indianapolis, IN 46237

Bids will be received only at this location.

Bids shall be read aloud via virtual MS Teams; the Bid Opening meeting link will be provided to bidders via forthcoming Addendum.



PRE-AWARD INTERVIEWS

Tuesday February 8, 2022
(tentative)

- BC #1 General Trades 9:00AM
- BC #2 Mech/Plumb/FP 10:00AM
- BC #3 Electrical 11:00AM
- BC #4 Food Service 1:00PM

Meetings will be conducted via
Microsoft Teams.



SIGN-IN

BUILDING TOUR

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

Building Tour: 01/24/22 11:00AM

Meet at Main Entrance



Q&A

