



ZCS - New Early Learning Center / Educational Services Center

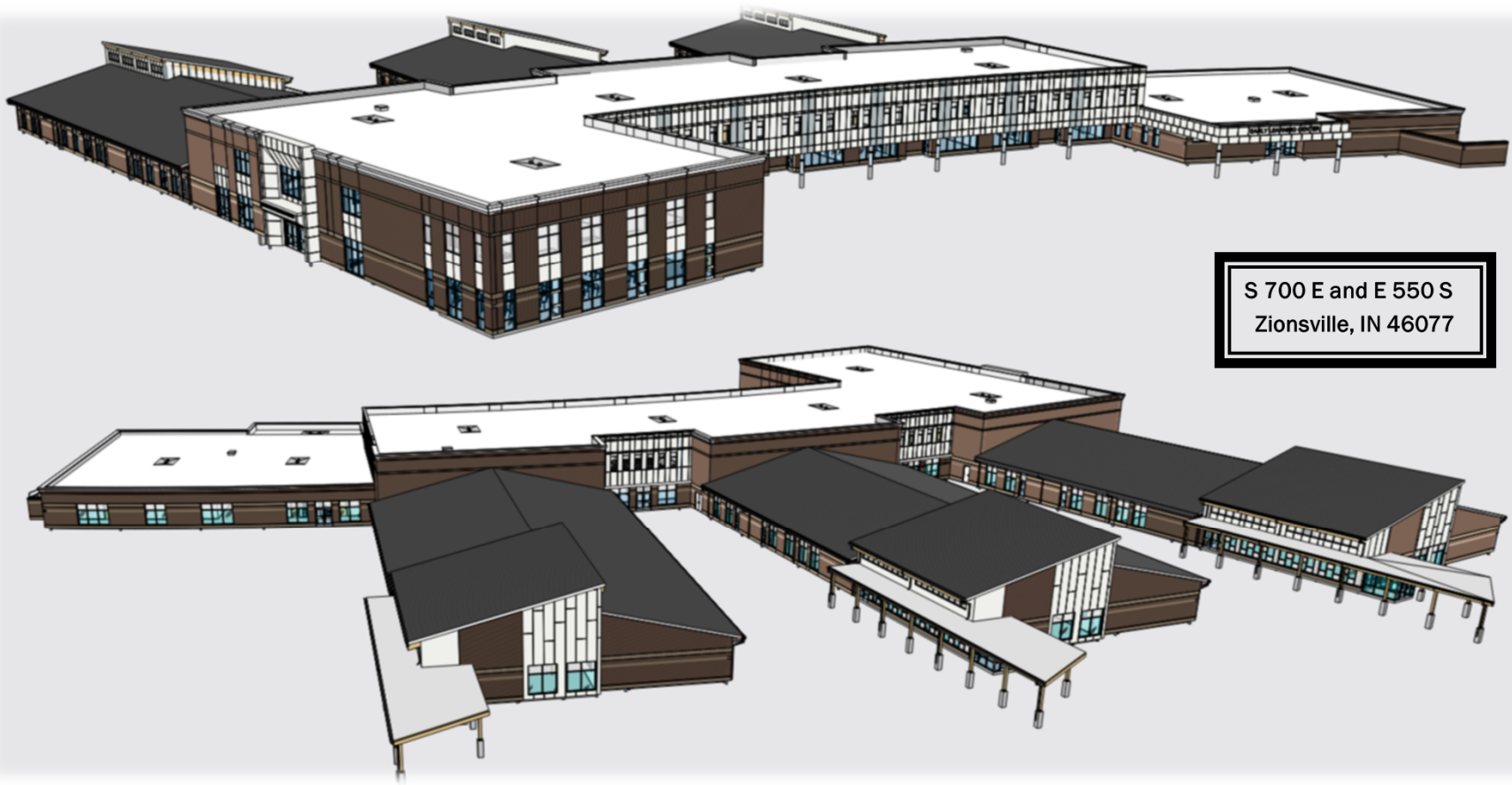
PRE-BID MEETING

June 26, 2025

PRE-BID MEETING



ZCS – New Early Learning Center / Educational Services Center



OWNER



Zionsville Community Schools

- **Dr. Rebecca Coffman, Superintendent**
- **Matthew Doublestein, Director of Operations**





Fanning Howey Associates

- **Jennette Moline, Project Manager**
317-848-0966
jmoline@fhai.com
- **Gregg Dixon, Construction Administrator**
317-439-4190
gdixon@fhai.com



THE SKILLMAN TEAM



ACCOUNT EXECUTIVE

- Victor Landfair
317-783-6151
vdlandfair@skillman.com

PROJECT MANAGER

- Jacob Bower
317-788-5142
jbower@skillman.com

ASST. PROJECT MANAGER

- Nick Holman
317-800-3952
nholman@skillman.com

SITE MANAGER

- David Topie
317-954-0027
dtopie@skillman.com

ADMIN. ASSISTANT

- Brandi Holmes
317-783-6151
bholmes@skillman.com

SCOPE OF WORK



- **New Early Learning Center / Education Service Center**
- **125,000 SQFT Building**
 - Sitework and Exterior Improvements
 - Geothermal Well Field
 - Solar Panels
 - Metal Stud framing, masonry, aluminum storefronts and windows, interior finishes, hydraulic elevators, MEP
- **\$55M approximate overall budget**
- **September 2025– June 2027**

MULTIPLE CONTRACT SUMMARY



**Review Section 01 12 00 – Multiple Contract Summary.
Review all Specification Sections that are in your Scope
of Work.**

BID CATEGORIES



- Bid Category No. 01 – General Trades
- Bid Category No. 02 – Asphalt Paving
- Bid Category No. 03 – Masonry
- Bid Category No. 04 – Structural Steel & Glue Laminate
- Bid Category No. 05 – Roofing
- Bid Category No. 06 – Metal Studs, Drywall & Acoustic Ceilings
- Bid Category No. 07 – Aluminum Storefront & Glazing
- Bid Category No. 08 – Flooring
- Bid Category No. 09 – Painting
- Bid Category No. 10 – Casework
- Bid Category No. 11 – Food Service Equipment
- Bid Category No. 12 – Fire Suppression
- Bid Category No. 13 – Plumbing
- Bid Category No. 14 – HVAC
- Bid Category No. 15 – Electrical & Technology

SPECIAL REQUIREMENTS



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.



REQUIRED FOR EVERY CONTRACTOR

- **No subscription is required**
- **Current set of documents**
- **Issues tracking**
 - Safety
 - QA/QC
 - Noncompliance
 - Work Completion List
 - Punch List
- **As-built record drawings**

INDIANA PUBLIC WORKS LAW 5-16-13



- Tier 1 – Self-Perform 15% of Contract
- Qualification through D.O.A.
- 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



- **Country Mark Gas Line adjacent to building**
- **Restricted Delivery Times during School Drop Off/Pick Up**
- **Town of Zionsville Work Hours – 7:00 a.m. to 7:00 p.m.**



Review Section 01 23 00 for Alternates that may alter your Scope of Work.

- **Alternate No. 1: Temperature Control System By Trane**
- **Alternate No. 2: Photovoltaic Panel System**
- **Alternate No. 3: Epoxy Resin Terrazzo Flooring**



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

Bid Category No. 01 – General Trades	\$350,000
Bid Category No. 02 – Asphalt Paving	\$75,000
Bid Category No. 03 – Masonry	\$75,000
Bid Category No. 04 – Structural Steel & Glue Laminate	\$75,000
Bid Category No. 05 – Roofing	\$75,000
Bid Category No. 06 – Metal Studs, Drywall & Acoustic Ceilings	\$200,000
Bid Category No. 07 – Aluminum Storefront & Glazing	\$75,000
Bid Category No. 08 – Flooring	\$75,000
Bid Category No. 09 – Painting	\$75,000
Bid Category No. 10 – Casework	\$50,000
Bid Category No. 11 – Food Service Equipment	\$25,000
Bid Category No. 12 – Fire Suppression	\$75,000
Bid Category No. 13 – Plumbing	\$150,000
Bid Category No. 14 – HVAC	\$150,000
Bid Category No. 15 – Electrical & Technology	\$300,000

INSTRUCTIONS TO BIDDERS



Review Section 00 10 00 for Instructions to Bidders.

- **Guideline Schedule forthcoming via Addendum**
- **Site Logistics forthcoming via Addendum**
- **Bidder Q/A forthcoming via Addendum**

RFI PROCESS



Each Bidder is encouraged to contact the Architect and 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: Jacob Bower, jbower@skillman.com

All RFIs must be received before: **7/11/25 at 5:00PM**

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: Jacob Bower

CONSTRUCTION TIMELINE



Review Section 01 32 00 – Schedules & Reports.

Anticipated Construction Start Date: September 8th, 2025

Anticipated Construction

Completion Date: June 30th, 2027

BID TO AWARD TIMELINE



- Receipt of Bids: July 23rd, 2025
- Pre-Award Meeting: July 24th & 25th , 2025
- Anticipated Notice to Proceed: August 13th, 2025

All Subcontractor & Products Lists

must be submitted by: **July 25th, 2025**

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



	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 Owner's Address		

**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 printed Documents. The electronic files are available at no cost.

PRE-AWARD INTERVIEWS



- July 24th & 25th, 2025
- Specific times for each Bid Category will be issued via Addendum

BID OPENING



Date: July 23rd, 2025

Time: 2:00 PM

Location: Zionsville Community Schools
900 Mulberry St.
Zionsville, IN 46077



ZCS New ELC-ESC

TSC PROJECT NO.: 224070



DATE: June 26, 2025

PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
ZIONSVILLE COMMUNITY SCHOOLS	Matthew Doublestein	mdoublestein@zcs.k12.in.us	
THE SKILLMAN CORPORATION	David Topie	dtopie@skillman.com	
THE SKILLMAN CORPORATION	Jacob Bower	jbower@skillman.com	
THE SKILLMAN CORPORATION	Pat Portteus	paportteus@skillman.com	
THE SKILLMAN CORPORATION	Nick Holman	nholman@skillman.com	
Horning Roofing	Doug Ruse	druse@horningroofing.com	C: 317-714-5606 P: 317-636-9128
Baumgartner & Company	Jason Skwarcn	jskwarcn@baumgartnerasp halt.com	765) 480-2792 mobile (317) 296-7227 direct (317) 296-7225 office
3D Professional Contracting, Inc.	Greg Wire	gwire@3dproinc.com	765.483.8124

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COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
SPG Roofing & Exteriors	Brandon Reeve	brandonr@spgroof.com	Phone: 317-707-6637 Cell: 463-867-4820
Gilliatte General Contractors, Inc.	David B Alexander	dalexander@gilliatte.com	(317) 638-3355 office (317) 634-5997 fax (317) 281-4910 cell
Jungclaus-Campbell	Brett Richards	brichards@jungclaus.com	office (317) 264-6655 x 235 mobile (317) 714-2008
Foster Contracting	Nelson Smiley	nelson@fostercontracting.net	M (317) 464-7597 O (317) 868-2323
Industrial Electric	Matthew Harrison	matthewharrison@industelec tric.com	317-599-6941
W.R. Dunkin & Son, Inc.	Chad Baker	cbaker@wrdunkin.com	D: (317) 538-3321 O: (765) 643-3321
RL Turner	Aaron Albright	aalbright@rlturner.com	317.363.6151

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COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
RL Turner	Jeff Pratt	jpratt@rlturner.com	
RL Turner	Sam Medlen	smedlen@rlturner.com	
RL Turner	Adam Owens	aowens@rlturner.com	
Diversified Painting Co.	Kevin Blume	kblume@dpcpaint.com	317-209-9899 / 317-339-8251
Geyer Fire	Rosemily Geyer		
SSS	Jon Fox	jon.fox@sss2020.com	
Sexson Mechanical	Eric Olsen	eolsen@sexsonmechanical.com	

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COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
	Dave Misener		
	Conner Duzan		
	Cody Eslick		
	Kim Jackson		
Lee Company	Jeff Virostko	jvirostko@leecompanyinc.com	
Complete Masonry	Benji Dickey	bdickey@complete-masonry.com	