



Smoky Row Elementary School Additions & Renovations

PRE-BID MEETING

December 9, 2025

PRE-BID MEETING



900 West 136th Street, Carmel Indiana 46032



CARMEL CLAY SCHOOLS

- Dr. Thomas Oestreich, Superintendent
- Roger McMichael, Associate Superintendent
- Toby Steele, Director of Facilities
- Tabitha Hughes, Capital Projects Manager
- Lila Jay, Smoky Row Principal



ARCHITECT



FANNING HOWEY ASSOCIATES

- Kurt Sivilich, Project Manager

317-848-0966

ksivilich@fhai.com

- Gregg Dixon, Construction Administrator

317-439-4190

gdixon@fhai.com



THE SKILLMAN TEAM



ACCOUNT EXECUTIVE

Victor Landfair

vdlandfair@skillman.com

(317) 788-5108

SR. PROJECT MANAGER

- Tyler Barker
- tbarker@skillman.com
- (317) 474-2288

SITE MANAGER

- Jason Harpenau
- jharpenau@skillman.com
- (317) 775-4219

ASSISTANT PROJECT MANAGERS

- Austen Baumgartner
- abaumgartner@skillman.com
- (317) 779-5800

- Cody Kempf
- ckempf@skillman.com
- (317) 677-6570

SCOPE OF WORK



- 7,400 sf Admin Addition
- Complete renovation of the existing 95,000 sf
- Site and Playground Improvements
- Playground Improvements at Cherry Tree Elementary
- 28 Million
- April 2026 – August 2028

Project Phasing Schedule



SITE LOGISTICS PLAN



Summer 2026 Exterior
Work Complete by
July 26th

Concrete Sidewalk
for Neighborhood
and Ball Field
Access

Relocate Gaga Pit
April 6th-April 10th

Modular

Playground to close
on April 6th for
Demo

Lay Down Area Fence
with Black Fence Screen

No Parking
Striping

Temporary
Main Entrance

Smoky Row
Elementary School

Construction
Exit FODS
System

Construction Fence

Graphic Fence Screen

GC

T
S
C

Job Trailers In
Place including
Power Prior to
May 27th

CM-1.4



MULTIPLE CONTRACT SUMMARY



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

- Pay attention to man hour allowances within your bid category
- MEPF and Kitchen bid categories are responsible for their divisions demo
- All fencing shown in the logistics plan to be included within Bid Category 1 – General Trades
- Temporary Partitions within the Allowance section are Interior only

BID CATEGORIES



| | |
|---------------------|-----------------------------------|
| BID CATEGORY NO. 1 | General Trades |
| BID CATEGORY NO. 2 | Masonry |
| BID CATEGORY NO. 3 | Structural Steel |
| BID CATEGORY NO. 4 | Roofing |
| BID CATEGORY NO. 5 | Metal Studs, Drywall and Ceilings |
| BID CATEGORY NO. 6 | Aluminum Glass and Glazing |
| BID CATEGORY NO. 7 | Flooring |
| BID CATEGORY NO. 8 | Casework |
| BID CATEGORY NO. 9 | Painting |
| BID CATEGORY NO. 10 | Fire Protection |
| BID CATEGORY NO. 11 | Mechanical and Plumbing |
| BID CATEGORY NO. 12 | Electrical and Technology |
| BID CATEGORY NO. 13 | Kitchen Equipment |
| | |
| | |

SPECIAL REQUIREMENTS



- Skillman Issued ID Badges will be worn by every contractor onsite. These will be in addition to the hard hat sticker issued during orientation.

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



- Working in an occupied school
- Building systems remaining operational during replacement
- Neighborhood proximity to the project
- Heavy parent vehicle traffic at drop off/ pick up times
- Pedestrian traffic on the campus
- Public access on campus after hours
- Partitions and dust control within the school
- Building weathertightness during tie in of the new addition
- Building and project fence security

AREAS OF COORDINATION



- Coordinate and assist owner moves effectively
- Coordinate all owner moves with IT early
- Site concrete and paving
- System switch overs to new
- Any power shutdowns or technology interruptions

ALTERNATES



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

- Alternate 1: Provide Roof Restoration Coating

ALLOWANCES



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

3.01 PRODUCT ALLOWANCE

| | | |
|----|--|-----------|
| A. | Bid Category 01 – General Trades – Signage | \$20,000 |
| B. | Bid Category 01 - General Trades – Temporary Partitions | \$125,000 |
| C. | Bid Category 01 - General Trades – Temporary Fencing for Playgrounds | \$10,000 |

3.02 CONTINGENCY ALLOWANCES

Allow a lump sum additional work required but not indicated on Drawings or reasonably anticipated.

| | | |
|----|--|-----------|
| A. | Bid Category No. 01 - General Trades | \$250,000 |
| B. | Bid Category No. 02 - Masonry | \$60,000 |
| C. | Bid Category No. 03 - Structural Steel | \$25,000 |
| D. | Bid Category No. 04 - Roofing | \$40,000 |
| E. | Bid Category No. 05 - Metal Studs/Drywall/Ceilings | \$100,000 |
| F. | Bid Category No. 06 - Glass and Glazing | \$25,000 |
| G. | Bid Category No. 07 - Flooring | \$75,000 |
| H. | Bid Category No. 08 - Painting | \$60,000 |
| I. | Bid Category No. 09 - Casework | \$25,000 |
| J. | Bid Category No. 10 - Fire Protection | \$40,000 |
| K. | Bid Category No. 11 - Mechanical/Plumbing | \$150,000 |
| L. | Bid Category No. 12 - Electrical/Technology | \$150,000 |
| M. | Bid Category No. 13 - Kitchen Equipment | \$25,000 |

INSTRUCTIONS TO BIDDERS



Review Section 00 10 00 for Instructions to Bidders.

- Addendum 1 – December 19, 2025
- Addendum 2 – January 9, 2026

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: Tyler Barker and Cody Kempf

**January 7, 2026
5:00 pm**

All RFIs must be received before:

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: Kurt Sivilich

CONSTRUCTION TIMELINE



Review Section 01 32 00 – Schedules & Reports.

Anticipated Construction Start Date: **April 2026**

Anticipated Construction
Completion Date: **August 2028**

Modular Classrooms July 2026

EC Classroom July 2026

New Addition June 2027

BID TO AWARD TIMELINE



- January 22nd – Receive Bids
- January 30th – Recommendation to the Owner
- January 26th – Bid Tab Posted
- February 11th – School Board Approves Contracts

All Subcontractor & Products Lists
must be submitted by: **January 25th**

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 48 Hours 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



- January 23 (General Trades/Masonry)
- January 26 (Structural Steel/Architectural)
- January 27 (MEPF/Kitchen)

BID OPENING



Date: January 22nd, 2026

Time: 2:00 pm

Location: Carmel Clay Schools

5201 E. Main Street

Carmel, IN 46033

Q & A



Smoky Row Elem. School Additions
& Renovations

TSC PROJECT NO.: 225001



DATE: 12/9/25

PRE-BID MEETING SIGN-IN SHEET

| COMPANY REPRESENTED | ATTENDEE NAME | EMAIL ADDRESS | PHONE NUMBER |
|--------------------------|--------------------|--------------------------|--------------|
| CARMEL CLAY SCHOOLS | Toby Steele | | |
| CARMEL CLAY SCHOOLS | Tabitha Hughes | Present | Tab |
| THE SKILLMAN CORPORATION | Tyler Barker | tybarker@skillman.com | 317-474-2288 |
| THE SKILLMAN CORPORATION | Jason Harpenau | Present | Tab |
| THE SKILLMAN CORPORATION | Austen Baumgartner | Present | Tab |
| FANNING HOWEY ASSOCIATES | Gregg Dixon | | |
| FANNING HOWEY ASSOCIATES | | | |
| C-CAT | Charlie Whithow | charlie.whithow@ccat.com | 616-757-4000 |



PRE-BID MEETING SIGN-IN SHEET

| COMPANY REPRESENTED | ATTENDEE NAME | EMAIL ADDRESS | PHONE NUMBER |
|--|--|--|---|
| <u>Grassate</u> | <u>Dane Alexander</u> | | |
| <u>Gregg Stark BCI</u> <u>General Mgr.</u> | <u>Gregg Stark</u> <u>John Shuler</u> <u>Colonel May</u> | <u>gregg.stark@BCI.us</u> <u>John.ferrer-ms.com</u> <u>Colonel.Ferrer-ms.com</u> | <u>317-269-0543</u> <u>317-432-7549</u> <u>317-498-6426</u> |
| <u>Berline Construction, Inc.</u> | <u>TANNER WATKINS</u> | <u>tawatkins@berlineconstruction.com</u> | <u>765-639-7642</u> |
| <u>Finnigan Howet</u> | <u>Kurt R. Sivlich, AIA</u> | <u>K.Sivlich@FHAI.com</u> | <u>(317) 697-0410</u> |
| <u>Tech Electronics</u> | <u>Joel Tenske</u> | <u>J.Tenske@Techelectronics.com</u> | <u>765-461-8955</u> |
| <u>Keusch Glass</u> <u>BRNAC</u> <u>Butch Lockhart</u> | <u>Mike Klugmeyer</u> <u>Butch.Lockhart@root.solutions</u> <u>Butch.Lockhart@gmail.com</u> | <u>mkugmeyer@kugmeyer.com</u> <u>812-482-2524</u> <u>317-223-5114</u> | |

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| COMPANY REPRESENTED | ATTENDEE NAME | EMAIL ADDRESS | PHONE NUMBER |
|-----------------------------|---------------|---------------------------|-----------------|
| Johnson - Melton | Dennis Bragg | Dbragg@johnsonmelton.com | 317-416-1897 |
| Ziolkowski | Delek Seigner | designer@zibuild.com | 614-572-7903 |
| Ziolkowski | Cory Kriewig | Ckriewig@zibuild.com | 574-532-8563 |
| Ziolkowski | Dawn Linker | blinker@zibuild.com | 317-539-1502 |
| West Electric Inc | Brian Miller | Brian@westelectricinc.com | 715-215-6222 |
| PL Turner | Pat Hobbs | phobson@turner.com | 812.240-4911 |
| Siemens | DAVID LABUDIK | claud.labudik@siemens.com | 317-224-3347 |
| David Labudik | Shane Bryant | Shane.bryant@fenton.org | (517) 8797-2932 |
| F. E. Moran fire protection | | | |

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|---------------------------------|----------------|--|----------------|
| Metropolitan Corp | Arian Asghari | arian.asghari@metropolitan andpartner.com | 317 319 3808 |
| HCC | Tom Richardson | Tom@HCCCLASSICSTRUCTURE.COM | 765-513-4639 |
| Environmental Assurance Co. Inc | Dan Trotter | dtrotter@eaciusa.com | 707-912-2557 |
| JEM Contractors Co. | Drew Waters | drew@jemcontractors.com | 317-954-5247 |
| JBM Contractors Corp | Nick Grouse | nickg@jbmcontractors.com | 317-840-6272 |
| Electronic Systems Group | Blake Beatty | Blake@ESGIndiana.com | 765-228-6784 |
| Deco Associates | Bruce Bertrand | BESTMAN@DECOASSOCIES. com | 317 842 - 4444 |
| | | | |

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