



# **Smoky Row Elementary School Additions & Renovations**

## **PRE-BID MEETING**

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**December 9, 2025**

# PRE-BID MEETING



900 West 136<sup>th</sup> 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**





## FANNING HOWEY ASSOCIATES

- Kurt Sivilich, Project Manager

317-848-0966

[ksivilich@fhai.com](mailto:ksivilich@fhai.com)

- Gregg Dixon, Construction Administrator

317-439-4190

[gdixon@fhai.com](mailto:gdixon@fhai.com)



# THE SKILLMAN TEAM



## ACCOUNT EXECUTIVE

Victor Landfair

[vdlandfair@skillman.com](mailto:vdlandfair@skillman.com)

(317) 788-5108

## SR. PROJECT MANAGER

- Tyler Barker
- [tbarker@skillman.com](mailto:tbarker@skillman.com)
- (317) 474-2288

## SITE MANAGER

- Jason Harpenau
- [jharpenau@skillman.com](mailto:jharpenau@skillman.com)
- (317) 775-4219

## ASSISTANT PROJECT MANAGERS

- Austen Baumgartner
- [abaumgartner@skillman.com](mailto:abaumgartner@skillman.com)
- (317) 779-5800
- Cody Kempf
- [ckempf@skillman.com](mailto:ckempf@skillman.com)
- (317) 677-6570

# SCOPE OF WORK

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- 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

Modular

Relocate Gaga Pit April 6th-April 10th

Playground to close on April 6th for Demo

Lay Down Area Fence with Black Fence Screen

No Parking Striping

GC

T  
S  
C

Job Trailers In Place including Power Prior to May 27th

Temporary Main Entrance

Smoky Row Elementary School

Construction Exit FODS System

Construction Fence

Graphic Fence Screen



# **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](http://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

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- **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**



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

- **Alternate 1: Provide Roof Restoration Coating**





## 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

All RFIs must be received before: **January 7, 2026**  
**5:00 pm**

# **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 22<sup>nd</sup> – Receive Bids
- January 30<sup>th</sup> – Recommendation to the Owner
- January 26<sup>th</sup> – Bid Tab Posted
- February 11<sup>th</sup> – School Board Approves Contracts

All Subcontractor & Products Lists

must be submitted by: **January 25<sup>th</sup>**

# 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 <b>Bid Form</b> (Section 00 31 00)?		
Is the <b>Bid Total</b> written in both words and figures?		
Are the <b>Alternate</b> quantities in both words and figures and noted as <b>Add or Deduct</b> ?		
Is the <b>Non-Collusion Affidavit</b> , part of the Bid Form, signed, & notarized?		
Have you enclosed a certified check or <b>Bid Bond</b> ? (Note: bond must be signed by Surety and Principal)		
Have you included your company's <b>Financial Statement</b> ?		
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 <b>48 Hours</b> Hours of the Bid for Apparent Low Bidders.		
On the outside of the envelope containing your Bid have you indicated: <b>The Project Name</b> <b>Bidder's Name</b> <b>Bid Category No.</b> <b>Date and Time of Bid Opening</b> <b>Owner's Address</b> 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](http://www.skillmanplanroom.com)**

**Bidding Contractors are required to pay for printed Documents. The electronic files are available at no cost.**

# PRE-AWARD INTERVIEWS

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



# BID OPENING



**Date:** January 22<sup>nd</sup>, 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 TwB	
THE SKILLMAN CORPORATION	Tyler Barker	tbarker@skillman.com	317-474-2288
THE SKILLMAN CORPORATION	Jason Harpenau	Present TwB	
THE SKILLMAN CORPORATION	Austen Baumgartner	Present TwB	
FANNING HOWEY ASSOCIATES	Gregg Dixon		
FANNING HOWEY ASSOCIATES			
C-CAT	Charlie Whitlow	cwhitlow@c-cat.com	317-696-7574



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COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
STILLWATER	Dave Alexander		
Gregg Stark BCMI	Gregg Stark	gregg.stark@bcmi.us	317-269-0543
Personal Meet.	Ken Shugr	ken@ferret-ms.com	217 432-7549
	Colonel May	colonel@ferret-ms.com	317-498-6426
Berline Construction, Inc.	Tanner Watkins	twatkins@berlineconstruction.com	765-639-7642
Fanning Howe	R. E. Sivulich, AIA	RSIVULICH@FHAZI.COM	(317) 697-0410
Tech Electronics	Joel Fenske	JFenske@Teechelectronics.com	765-461-8955
Keyesch Glass	Mike Keyesch	mkeyesch@keyeschglass.com	812-482-2564
KARNAK	Butch Lockhart	blroofsolutions@gmail.com	317-223-5114
Butch Lockhart	Karnak Roof Rest		

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COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
Johnson - Melloh	Dennis Bragg	Dbragg@JohnsonMelloh.com	317-416-1897
Ziolkowski	Derek Seignear	dseignear@Zbuild.com	614-572-7903
Ziolkowski	Cory Keiny	CKeiny@Zbuild.com	574-532-8563
Ziolkowski	Brian Linker	blinker@Zbuild.com	317-338-1502
West Electric Inc	Brian M. Iler	Brian@WestElectricInc.com	765-215-6222
RL Turner	Ron Lubbehusen	rlubbehusen@turner.com	812-290 4511-
SIEMENS <del>DAVID LABUDZIK</del>	DAVID LABUDZIK	david.labudzik@siemens.com	317-224-3347
F.E. Moran fire protection	Shane Benton	shanebenton@femoran.com	(517) 897-2932

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COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
Metropolitan Corp	Arian Asghari	arian.asghari@metropolitancorpdyer.com	317 319 3808
HCC	Tom Richardson	Tom@HEATHGELLASCONSTRUCT.COM	765-543-4839
Environmental Assurance Co. Inc	DAN Trotter	dtrottergeacusa.com	765-9692557
JBM Contractors Corp	DREW WATERS	dwater@jbmcontractorscorp.com	317-954-5247
JBM Contractors Corp	Nick Groves	nickg@jbmcontractorscorp.com	317-840-6272
Electronic Systems Group	Blake Beaty	Blake@ESGIndiana.com	765-2286784
DECO ASSOCIATES	BRUCE OETBARNA	ESTIMATING @ DECOASSOCIATES.COM	317 842 -4444



**TSC PROJECT NO.: 225001**


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**TSC PROJECT NO.: 225001**

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