



**Kalamazoo Public Schools
Northglade Montessori Magnet
PRE-BID MEETING**

January 29, 2026

PRE-BID MEETING



Kalamazoo Public Schools

Every child. Every opportunity. Every time.

Northglade Montessori Magnet
1914 Cobb Ave
Kalamazoo, MI 49007

OWNER



Kalamazoo Public Schools

- **Karen Jackson - Director of Facilities Management**



Every child. Every opportunity. Every time.

ARCHITECT



TowerPinkster

- Jennifer Swan, Senior Project Coordinator

jswan@towerpinkster.com

269-569-6338

- Mike Galovan, Senior Project Manager

mgalovan@towerpinkster.com

269-492-6763

TowerPinkster
Architecture · Engineering · Interiors

THE SKILLMAN TEAM



ACCOUNT EXECUTIVE

- Michael Kounelis
- 269-207-3049
- mkounelis@skillman.com

PROJECT MANAGER

- Justin Douglas
- 269-529-0436
- jdouglas@skillman.com

PROJECT ENGINEER

- Blake Lee
- 269-569-3968
- blee@skillman.com

SITE MANAGER

- Doug Thompson
- 269-568-0893
- dthompson@skillman.com

ADMIN. ASSISTANT

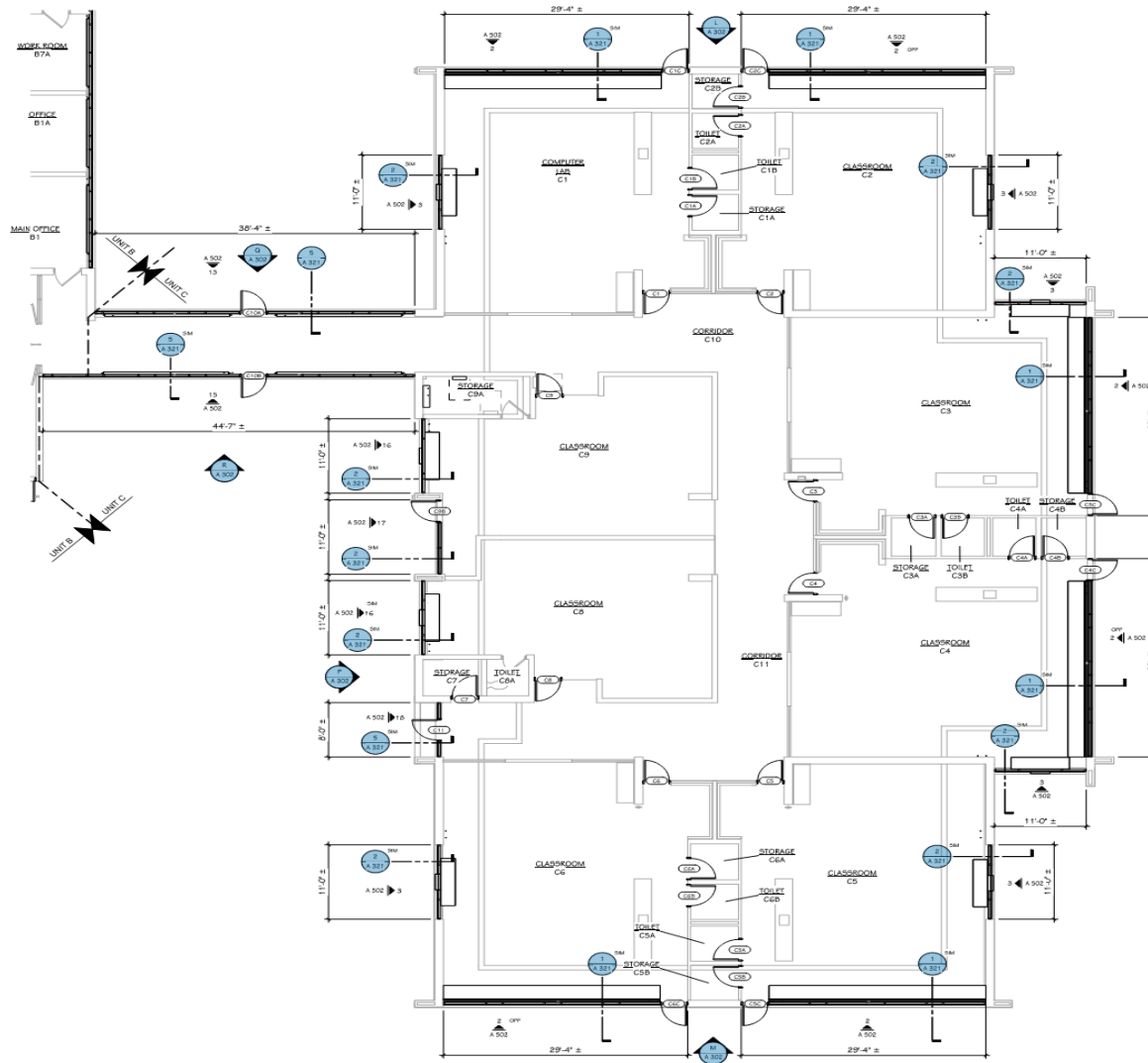
- Caralee Sokolowski
- 269-350-5757
- csokolowski@skillman.com

SCOPE OF WORK



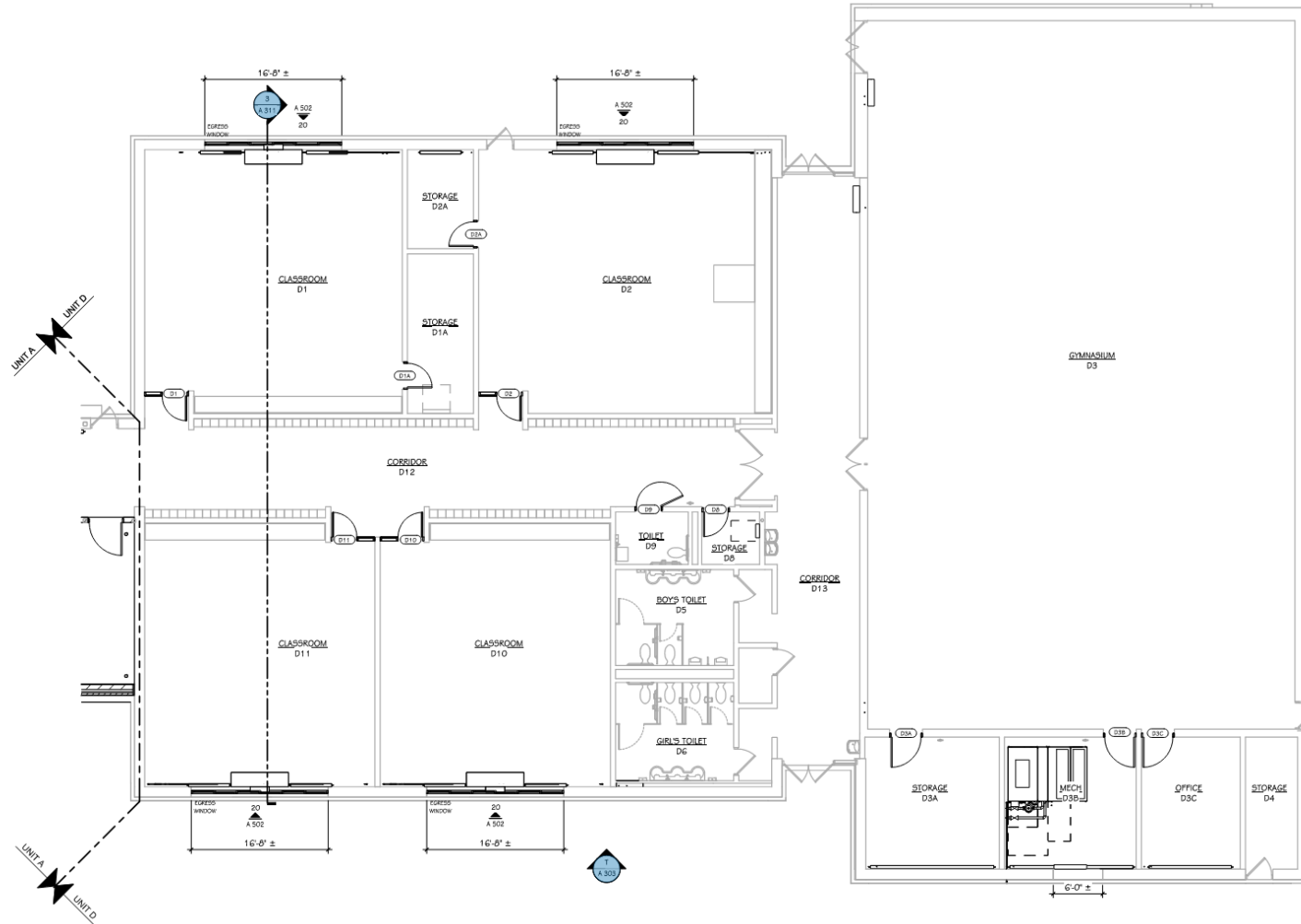
- Includes facility and site improvements consisting of adding a new storage addition and removing an existing portable unit. Installing a new digital marquee sign, upgrading aluminum storefronts and exterior doors, replacing interior doors and associated hardware, replacing the HVAC system and adding cooling capacity, and associated sitework necessary to support these improvements.
- June 2026 – May 2027
- Approx. Budget = \$5.5M (+/-)

FLOOR PLANS / SITE PLANS



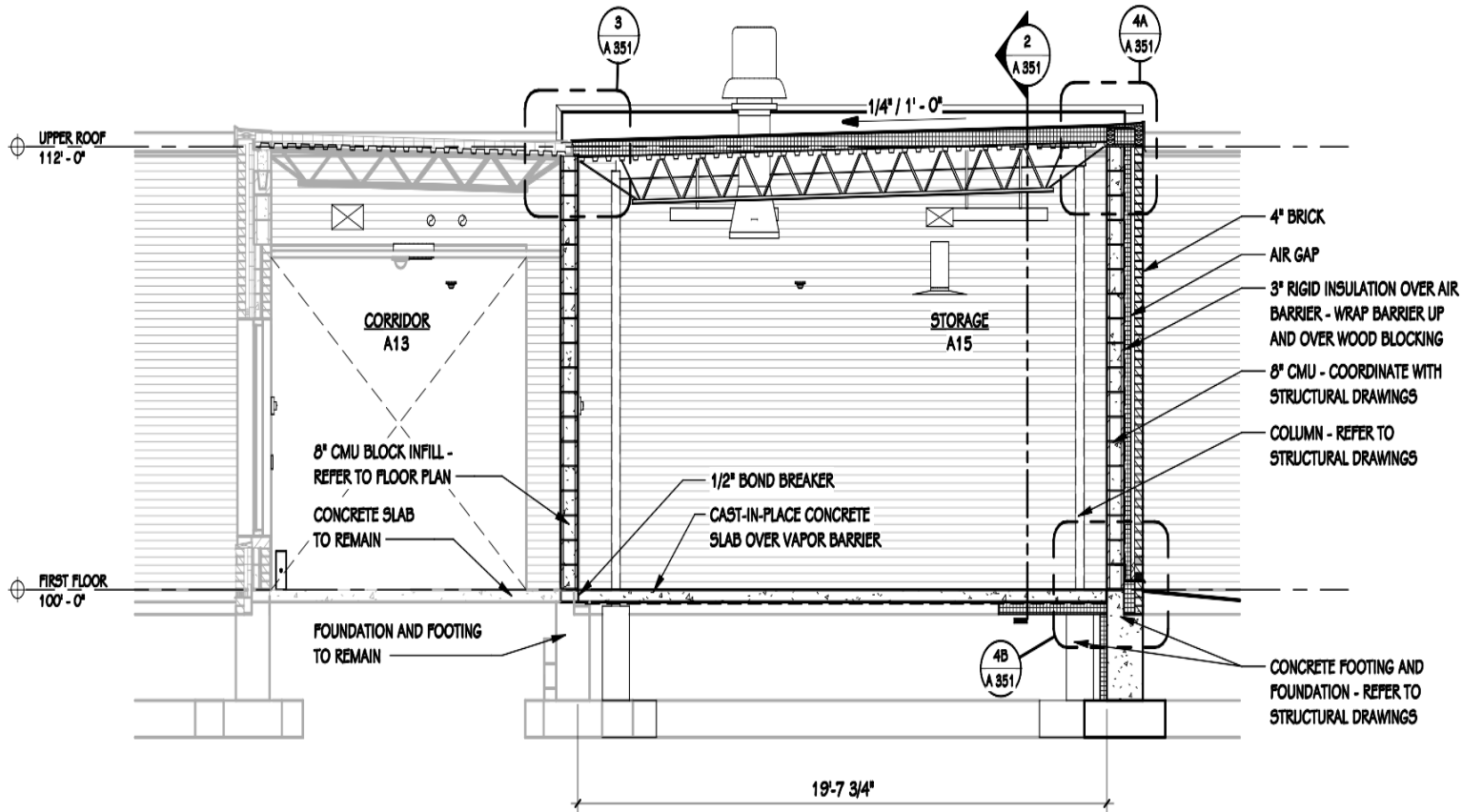
First Floor Plan - Unit C

FLOOR PLANS / SITE PLANS



First Floor Plan - Unit D

FLOOR PLANS / SITE PLANS



Enlarged Storage Addition Details

MULTIPLE CONTRACT SUMMARY



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

- **1.05 Prime Contractors Use of Premises**
- **1.07 Occupancy Requirements**
- **1.09 Permits, Fees and Notices**
- **1.10 Labor and Materials. A, B, & C**
- **1.14 Schedules of Contract Responsibilities-Scope**
- **1.16 Time of Commencement and Completion**

BID CATEGORIES



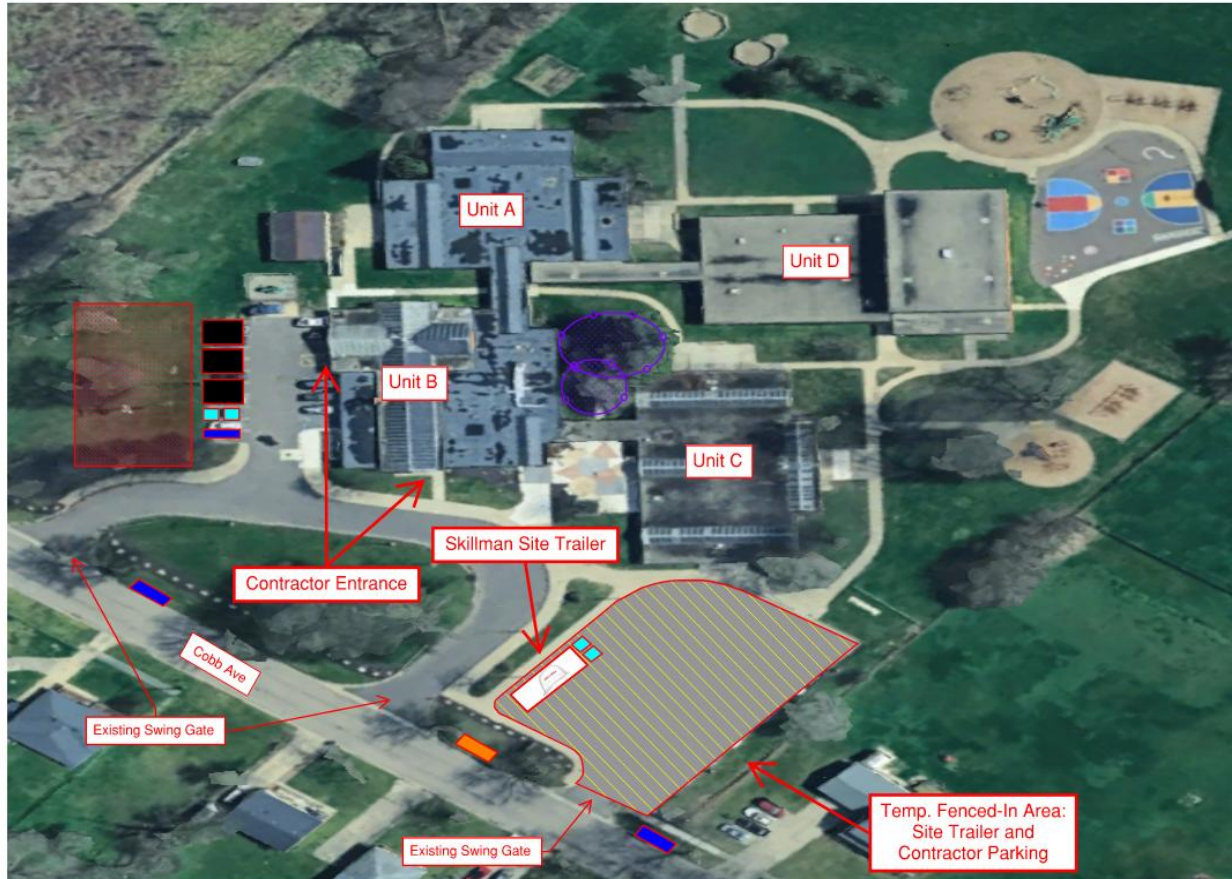
BID CATEGORY NO. 1	General Trades
BID CATEGORY NO. 2	Aluminum Entrances/Storefronts/Doors
BID CATEGORY NO. 3	Mechanical
BID CATEGORY NO. 4	Electrical

SITE LOGISTICS PLAN



Kalamazoo Public Schools

NORTHGLADE MONTESSORI SCHOOL



LEGEND:

- Temp. Fenced-In = [Red hatched box]
- Material Laydown Area = [Red dotted box]
- Temp. Tree Protection = [Purple circle]
- Skillman Site Trailer = [White box with Skillman hard hat icon]
- Contractor Parking Area = [Diagonal hatched box]
- Dumpsters = [Black rectangle]
- Large Project Sign = [Orange rectangle]
- Project Traffic and Contractor Entrance Signage = [Blue rectangle]
- Temporary Toilets = [Cyan square]



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The SKILLMAN Corporation
Construction Management

Site Logistics Plan - 1/22/26





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**

ANTICIPATED CHALLENGES



- **Permitting process**
- **Contractor Submittal & Material Procurement**
- **Protecting existing finishes**
- **Maintaining a secure and weather tight building during construction**

ALTERNATES



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

- **ALTERNATE No.01** – State the cost to remove and replace Boilers in Mechanical Room B12A.

ALLOWANCES



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

Bid Category No.01 - General Trades	\$10,000
Bid Category No.02 - Aluminum Entrances/ Storefronts/Doors	\$20,000
Bid Category No.03 - Mechanical	\$30,000
Bid Category No.04 - Electrical	\$10,000

INSTRUCTIONS TO BIDDERS



Review Section 00 10 00 for Instructions to Bidders.

- **1.02 Bidders Examination & Representation**
- **1.10 Bidding Procedures, (R.) Sales Tax (include in bid)**
- **1.15 Determination of Lowest Responsible & Responsive Bid**
- **1.17 Execution of The Contract**
- **1.19 Wage Rates-NOT APPLICABLE.**

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: Justin Douglas jdouglas@skillman.com

All RFIs must be received before: **February 6, 2026**

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:

Justin Douglas – jdouglas@skillman.com

CONSTRUCTION TIMELINE



Review Section 01 32 00 – Schedules & Reports.

Anticipated Construction Start Date: June 15, 2026

Anticipated Construction

Completion Date: May 21, 2027

BID TO AWARD TIMELINE



- Post the Bid Tab to the PlanRoom: **February 18, 2026**
- Pre Award Conferences: **February 19 – 23, 2026**
- KPS Board Meeting: **March 5, 2026**

All Subcontractor & Products Lists

must be submitted by: February 19, 2026

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.

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.

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?		
Is the Familial Disclosure Affidavit , part of the Bid Form, signed and notarized?		
Is the Iran Sanctions Act Certificate of Compliance , part of the Bid Form, signed and 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 ?		
<p>On the outside of the envelope containing your Bid have you indicated:</p> <ul style="list-style-type: none"> 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.

PRE-AWARD INTERVIEWS



- **BC #01 – General Trades**
 - **February 19, 10:00 – 11:00 AM & 11:00 AM – 12:00 PM**

- **BC #02 – Aluminum Windows**
 - **February 19, 1:00 PM – 2:00 PM & 2:00 PM – 3:00 PM**

- **BC #04 – Electrical**
 - **February 20, 1:00 PM – 2:00 PM & 2:00 PM – 3:00 PM**

- **BC #03 – Mechanical**
 - **February 23, 10:00 – 11:00 AM & 11:00 AM – 12:00PM**

BID OPENING



Date: February 17, 2026

Time: 2:00 PM

**Location: Kalamazoo Public Schools Facilities Office
600 West Vine Street
Kalamazoo, MI 49008**

Site Visit/Walkthrough To Exam Existing Conditions



- After our Pre-Bid Meeting, the Skillman Team will be visiting the Northglade jobsite from 4:00 PM to 5:00 PM if any Contractors would like to attend.
- A second Contractor Walkthrough will be held on Monday, February 2, 2026, from 1:00 PM to 3:00 PM.

Q & A



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Northglade Montessori

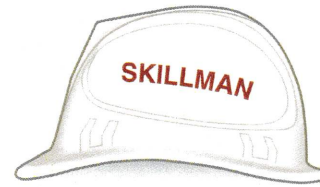


January 29, 2026

224010.17

PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
KALAMAZOO PUBLIC SCHOOLS	Karen Jackson	<i>Karen Jackson</i>	
KALAMAZOO PUBLIC SCHOOLS			
THE SKILLMAN CORPORATION	Doug Thompson	dthompson@skillman.com	269-568-0893
THE SKILLMAN CORPORATION	Justin Douglas	jdouglas@skillman.com	269-529-0463
THE SKILLMAN CORPORATION	Blake Lee	blee@skillman.com	269-569-3968
THE SKILLMAN CORPORATION	Caralee Sokolowski	Csokolowski@skillman.com	269-568-1460
TOWERPINKSTER	<i>Jennifer Swan</i>	<i>jswan@towerpinkster.com</i>	
TOWERPINKSTER	<i>Mike Galovan</i>	<i>mgalovan@towerpinkster.com</i>	



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PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
Quality Air	Owen Thiel	owen.thiel@qualityairinc.com	616-979-6367
MALL CITY MECHANICAL	ADAM WOLTHUIS	AWOLTHUIS@MCM-TEAM.COM	269-599-2546
Howley Agency Sales	Stawn Solger	solger@dsshowley.com	616. 799. 0450
Hookstra Roofing Co	Dale Roach	dale@hookstrarroofing.com	269-998-1463
TowerPinkster	Bethany Gibson	bethany.gibson@towerPinkster.com	Attendee Virtually
Brick Layers	Andy Bradley	andy.bradley@bricklayers.org	Attendee Virtually
N/A	John Anser	N/A	Attendee Virtually
Buist	Isaac McCelland	imcelland@Buist.com	Attend Virtually



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PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
Miller-Davis	Jordan Corstange	jcorstange@millerdavis.com	Attended Virtually
ASG	Admin	archglassmetals@outlook.com	Attended Virtually
NIA	Phil Vanderveen	NIA	Attended Virtually
Ideal	Joe Swaim	jswaim@idealconsolidated.com	Attended Virtually
NIA	Benjamin Lindemulder	NIA	Attended Virtually