



# **Kalamazoo Public Schools Lakewood Valley Center Secure Vestibule**

**PRE-BID MEETING**

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**March 3, 2026,**

# PRE-BID MEETING



Kalamazoo Public Schools

Every child. Every opportunity. Every time.

Lakewood Valley Center Media Center  
3122 Lake Street  
Kalamazoo, MI 49048

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# OWNER

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## Kalamazoo Public Schools

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



# ARCHITECT



TowerPinkster

- Mike Galovan, Senior Project Manager

[mgalovan@towerpinkster.com](mailto:mgalovan@towerpinkster.com)

269-492-6763

**TowerPinkster**  
Architecture · Engineering · Interiors

# THE SKILLMAN TEAM



## ACCOUNT EXECUTIVE

- Michael Kounelis
- 269-207-3049
- [mjkounelis@skillman.com](mailto:mjkounelis@skillman.com)

## PROJECT MANAGER

- David Taylor
- 269-908-9569
- [dtaylor@skillman.com](mailto:dtaylor@skillman.com)

## PROJECT ENGINEER

- Will Karnes
- 269-908-9684
- [wkarnes@skillman.com](mailto:wkarnes@skillman.com)

## SITE MANAGER

- TBD

## ADMIN. ASSISTANT

- Caralee Sokolowski
- 269-350-5757
- [csokolowski@skillman.com](mailto:csokolowski@skillman.com)

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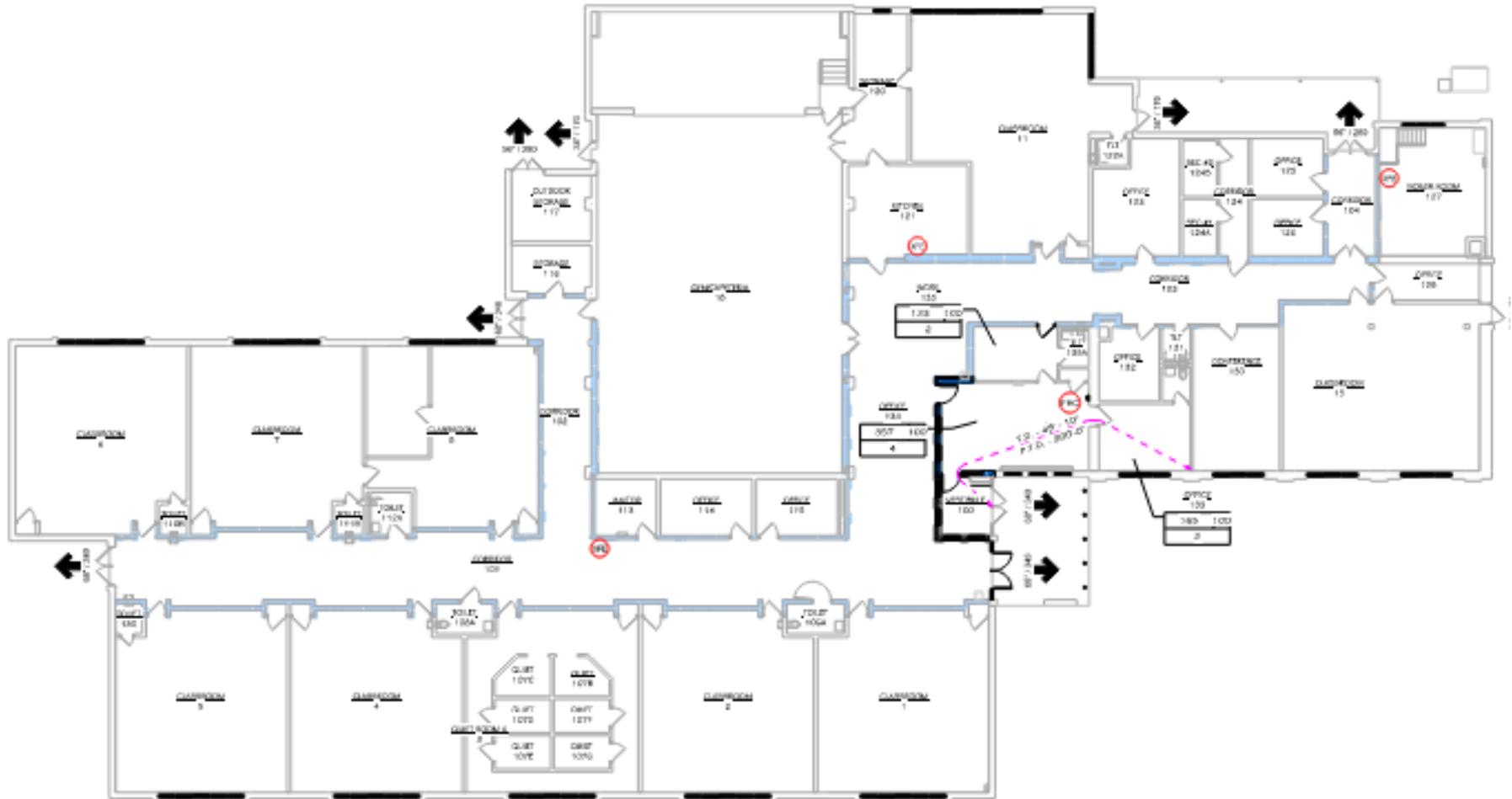
# **SCOPE OF WORK**

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- **CMU Wall, Beams, Slab**
- **Removal and Salvage of Partial Ceiling, Window AC Units**
- **Installation of new Windows and Window AC Units**
- **New Aluminum Storefront Entrance Vestibule**
- **Minimal Flooring**
- **Electrical, Lighting**
- **Additional items.....**

# FLOOR PLANS / SITE PLANS



# MULTIPLE CONTRACT SUMMARY



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

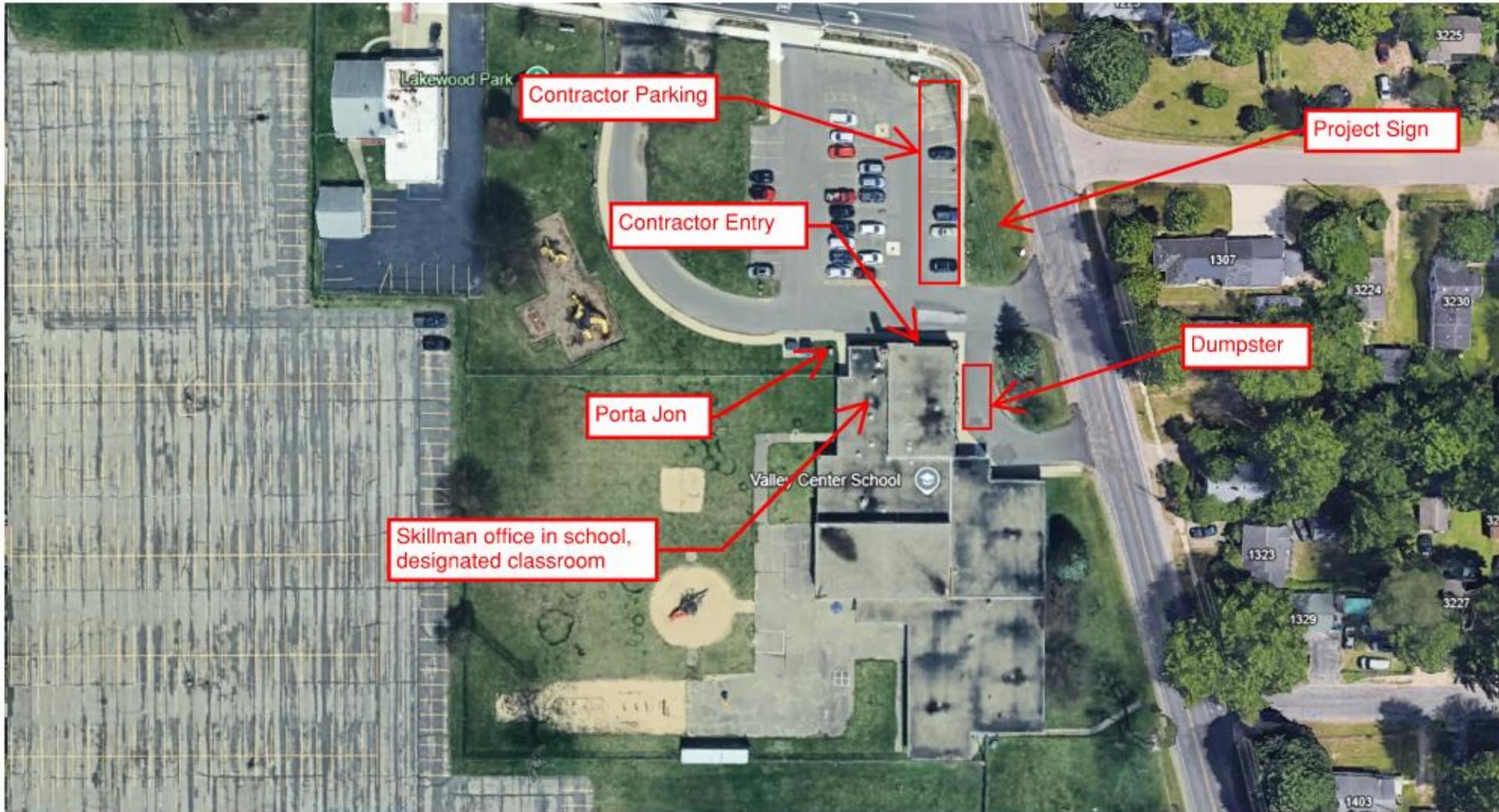
- **1.05 Prime Contractors Use of Premises**
- **1.07 Occupancy Requirements**
- **1.09 Permits, Fees and Notices**
- **1.10 Labor and Materials. A, B, & C**
- **1.14 Schedules of Contract Responsibilities-Scope**
- **1.16 Time of Commencement and Completion**

# BID CATEGORIES



<b>BID CATEGORY NO. 1</b>	<b>General Trades</b>
<b>BID CATEGORY NO. 2</b>	<b>Aluminum Entrances, Storefronts &amp; Glazing</b>
<b>BID CATEGORY NO. 3</b>	<b>Electrical</b>

# KPS Lakewood - Valley Center Secure Vestibule Project



**KPS**  
Kalamazoo Public Schools

Every child. Every opportunity. Every time.

Site Logistics Plan  
(rev 02-24-2026)

**TowerPinkster**  
Architecture · Engineering · Interiors





## **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**

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# ANTICIPATED CHALLENGES

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- **The project schedule is tight and will require contractor commitment to provide necessary labor and resources to complete on-time.**

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# AREAS OF COORDINATION

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- **Effective coordination among the General Trades contractor's own subcontractors will be essential, along with close coordination with both the electrical and storefront contractors.**
- **Coordination of ceiling work between General Trades contractor and Electrician.**

# ALTERNATES



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

- **No Alternates for this project.**

# ALLOWANCES



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

<b>Bid Category No. 01</b>	<b>General Trades</b>	<b>\$10,000</b>
<b>Bid Category No. 02</b>	<b>Aluminum Entrances, Storefronts &amp; Glazing</b>	<b>\$5,000</b>
<b>Bid Category No. 03</b>	<b>Electrical</b>	<b>\$5,000</b>

# 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 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: David Taylor [dtaylor@skillman.com](mailto:dtaylor@skillman.com)

All RFIs must be received before: **Thursday, 2/26/2026, by 2pm**

# 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: **David Taylor and Will Karnes**

# CONSTRUCTION TIMELINE



**Review Section 01 32 00 – Schedules & Reports.**

**Anticipated Construction Start Date: June 8, 2026**

**Anticipated Construction**

**Completion Date: August 21, 2026**

# BID TO AWARD TIMELINE



- Post the Bid Tab to the PlanRoom: **March 4, 2026**
- Pre Award Conferences: **March 5, 2026**
- KPS Board Meeting: **March 19, 2026**

**All Subcontractor & Products Lists**

**must be submitted by: March 4, 2026**



**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](http://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 <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?		
Is the <b>Familial Disclosure Affidavit</b> , part of the Bid Form, signed and notarized?		
Is the <b>Iran Sanctions Act Certificate of Compliance</b> , part of the Bid Form, signed and 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> ?		
<p>On the outside of the envelope containing your Bid have you indicated:</p> <ul style="list-style-type: none"> <li><b>The Project Name</b></li> <li><b>Bidder's Name</b></li> <li><b>Bid Category No.</b></li> <li><b>Date and Time of Bid Opening</b></li> <li><b>Owner's Address</b></li> <li>Address to Where Bid is to be Delivered if different from Owner's Address</li> </ul>		

**IF ANY OF THE REQUIRED BIDDING DOCUMENTS ARE NOT INCLUDED, DATED, OR PROPERLY EXECUTED, THE CONTRACTOR'S BID MAY NOT BE ACCEPTED.**

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# PRE-AWARD INTERVIEWS

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- **March 5, 2026**

# BID OPENING



**Date: March 3, 2026**

**Time: 2:00 PM**

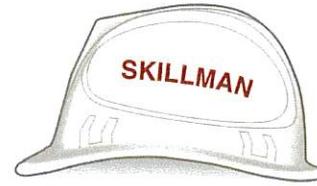
**Location: Kalamazoo Public Schools Facilities Office  
600 West Vine Street  
Kalamazoo, MI 49008**



# Lakewood Elementary School



Project Name: Kalamazoo Public  
Schools Lakewood Valley Center  
Secure Vestibule



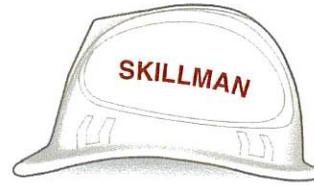
DATE: February 24, 2026

TSC PROJECT NO.: 224010.18

## PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
KALAMAZOO PUBLIC SCHOOLS	<i>Karen Jackson</i>	<del>_____</del>	<del>_____</del>
THE SKILLMAN CORPORATION	David Taylor	<a href="mailto:dtaylor@skillman.com">dtaylor@skillman.com</a>	269-908-9569
THE SKILLMAN CORPORATION	Will Karnes	<a href="mailto:wkarnes@skillman.com">wkarnes@skillman.com</a>	269-908-9684
THE SKILLMAN CORPORATION	Caralee Sokolowski	<a href="mailto:Csokolowski@skillman.com">Csokolowski@skillman.com</a>	269-568-1460
TOWERPINKSTER			
TOWERPINKSTER			
<i>Hi-Tech Electric</i>	<i>Andrew Clemens</i>	<i>aclemens@Hi-Tech electric .net</i>	<i>269-870-0751</i>
<i>Miller-Davis</i>	<i>Stu Williams</i>	<i>swilliams@miller-davis.com</i>	<i>(269) 250 8399</i>

Project Name: Kalamazoo Public  
Schools Lakewood Valley Center  
Secure Vestibule



DATE: February 24, 2026

TSC PROJECT NO.: 224010.18

## PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
Midwest Glass	Robert Preston		
Ritsema Associates	Brian Justus		