



CADILLAC HIGH SCHOOL ROOF REPLACEMENT PRE-BID MEETING

February 15, 2024

PRE-BID MEETING



Cadillac High School Roof Replacement

500 Chestnut Street

Cadillac, MI 49601

OWNER



Cadillac Area Public Schools

- **Jennifer Brown, Superintendent**
- **Emily Kearney, Chief Financial Officer**
- **Kelly Buckmaster, High School Principal**
- **Paul Higgins, Facilities Maintenance**





TowerPinkster

- Frank Frost
- (616) 550-0430
- ffrost@towerpinkster.com

THE SKILLMAN TEAM



ACCOUNT EXECUTIVE

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

PROJECT MANAGER

- Max Tackett
- 269-568-2433
- mtackett@skillman.com

PROJECT ENGINEER

- Will Karnes
- 269-908-9684
- wkarnes@skillman.com

SITE MANAGER

- Dan Viox
- 616-581-7732
- dviox@skillman.com

ADMIN. ASSISTANT

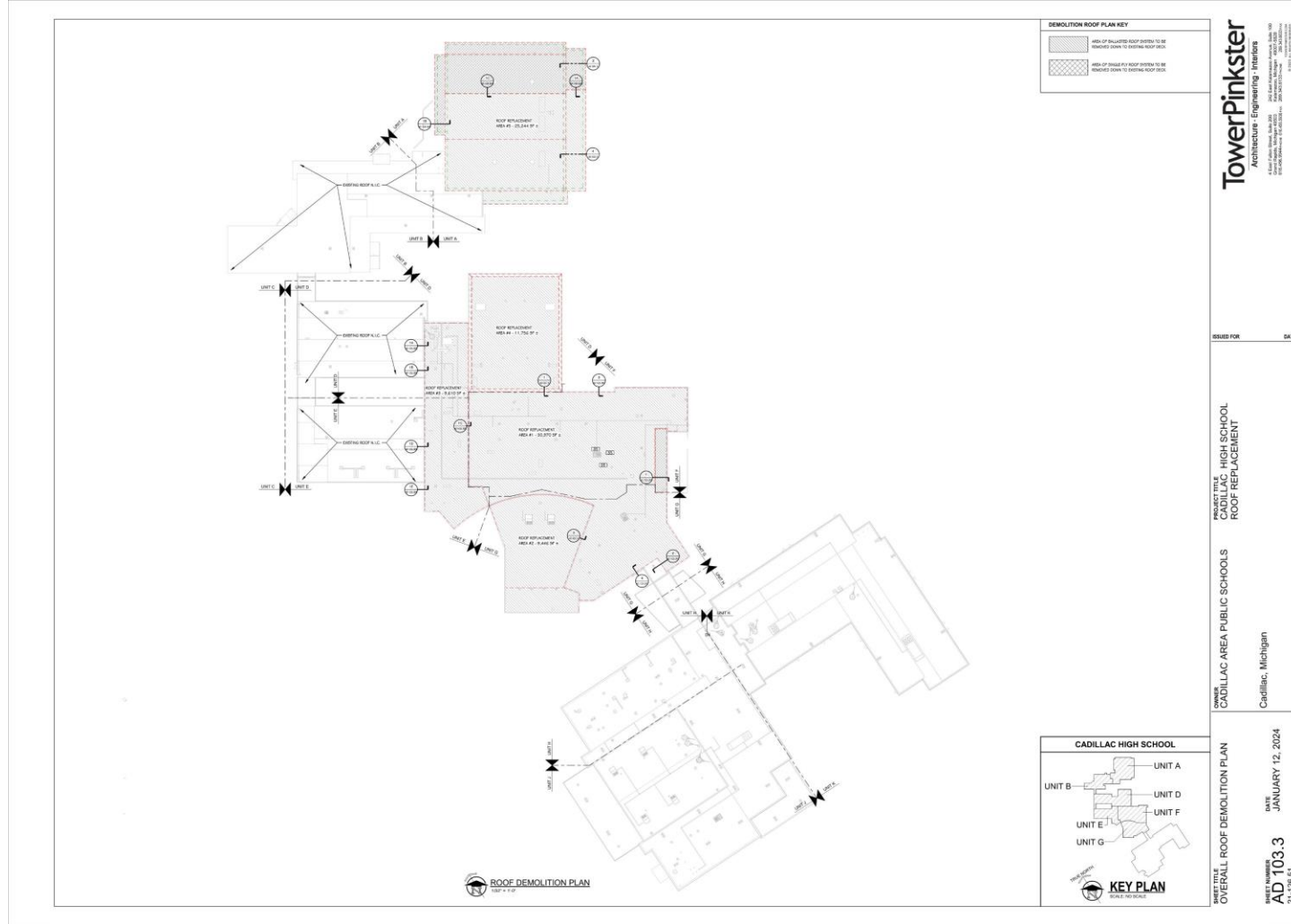
- Caralee Sokolowski
- 269-350-5757
- csokolowski@skillman.com

SCOPE OF WORK



- **Replace +/- 87,000 SF of Roofing.**
- **Existing Building is +/- 241,198 SF**
- **Remove and Replace 87K SF of existing roof. Refer to AD103.3 (Areas 1-5).**
- **Majority of existing roof is ballasted, small portion is single**
- **Ply System**
- **Schedule of Work can commence early Spring-2024**
- **Complete by October 18, 2024**
- **Skillman/CAPS to review Schedule with Roofing Contractor(s)**

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 Premise

1.06 Owners Right to Maintain Operations

1.10 Labor & Materials, MI/Fed SOR & Drug Screening

1.13 Project Security

3.01 & 3.02 Schedule of Contract Responsibilities

3.03 Bid Cat. 1 Roofing-Review ALL Tech. Specifications

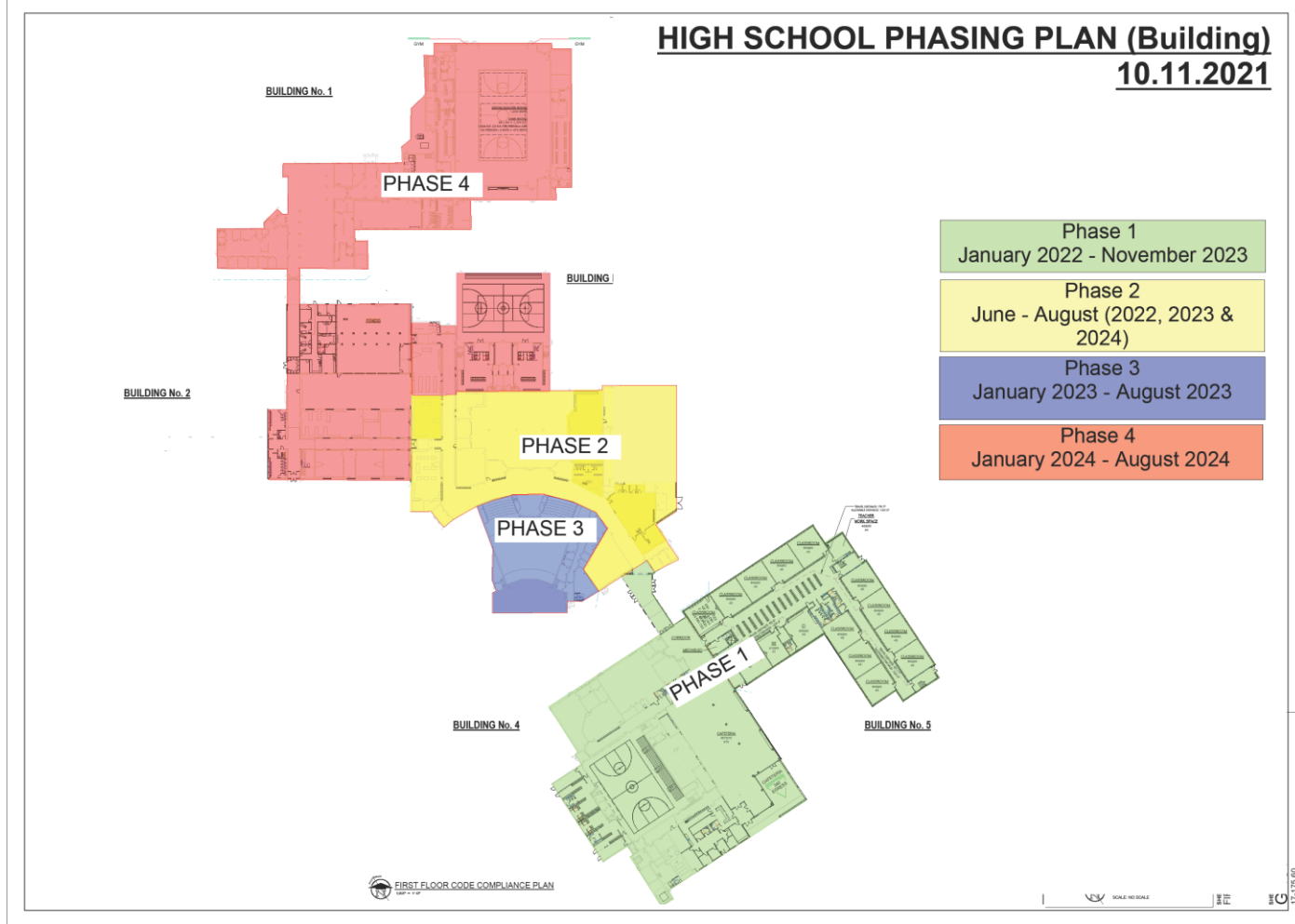
BID CATEGORIES



BID CATEGORY NO. 1

ROOFING

SITE LOGISTICS PLAN





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**

AREAS OF COORDINATION



- **Coordinate work with ongoing Construction Work.**
- **Owner requirements.**
- **Expedite material procurement.**
- **Sequence of installation and completion of each work area.**



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

- **Alternate No. 1: State the cost to remove existing roof drains and existing storm piping and provide new roof drains, new overflow drains, and new storm piping, new overflow piping down to grade. Tie into the existing storm system at grade will be by Others. Refer to sheet A803.3.**

ALLOWANCES



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

Bid Category No. 1	ROOFING	\$30,000.00
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INSTRUCTIONS TO BIDDERS



Review Section 00 10 00 for Instructions to Bidders.

- **1.02 Bidders Examination & Representation**
- **1.15 Determination of Lowest Responsible & Responsive Bid**
- **1.16 Performance & Payment Bonds**
- **1.17 Execution of the Agreement**
- **1.18 Time of Commencement & Completion**
- **1.11 Bid Security (5%) Must Accompany Bid**

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: Max Tackett: mtackett@skillman.com

All RFIs must be received before: **February 22, 2024 at 4:00 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: ffrost@towerpinkster.com

CONSTRUCTION TIMELINE



Review Section 01 32 00 – Schedules & Reports.

Anticipated Construction Start Date: March 30, 2024

Anticipated Construction

Completion Date: October 18, 2024

BID TO AWARD TIMELINE



- Bid Tab posted: **March 1, 2024**
- Pre-Award Conference(s): **March 4, 2024 – March 6, 2024**
- Notice To Proceed: **March 12, 2024**

All Subcontractor & Products Lists

must be submitted by: March 1, 2024

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?		
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 ?		
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



- Pre-Award Conference(s): **March 4, 2024 – March 6, 2024**

BID OPENING



Date: February 29, 2024

Time: 2:00 PM

Location: Cadillac Area Public Schools Administration Office.
421 Mitchell St
Cadillac, MI 49601

Q & A



**Cadillac High School Roof
Replacement**



February 15, 2024

TSC PROJECT NO.: 217076.04

PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
CADILLAC AREA PUBLIC SCHOOLS	Paul Higgins		
CADILLAC AREA PUBLIC SCHOOLS			
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THE SKILLMAN CORPORATION	Mike Kounelis		
THE SKILLMAN CORPORATION	Max Tackett		
THE SKILLMAN CORPORATION	Caralee Sokolowski		
THE SKILLMAN CORPORATION	David Taylor		
TOWERPINKSTER			

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Replacement**



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PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
TOWERPINKSTER			
TOWERPINKSTER			
Story Roofing	Jordan Skidmore		
Arrow Roofing	Jon Lahuis		
Great Lakes Systems	Jeff French		
Acton Roofing	AJ		
Hokestra Roofing	Jeff		
Arrow Roofing	John Newman		

TSC PROJECT NO.: 217076.04



PRE-BID MEETING SIGN-IN SHEET

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