WHITELAND COMM. H.S.
Mechanical Equipment Pakcage

PRE-BID MEETING

JUNE 27, 2024

PRE-BID MEETING

Whiteland Community High School Mechanical Equipment Package

OWNER

Clark-Pleasant Community School Corporation

- Dr. Timothy Edsell,Superintendent
- Sam Arnes, Director of Operations
- Duke Lines, Principal
- Austin Fruits, Director of Finance & Budget

Clark-Pleasant Community School Corporation

ARCHITECT

Lancer Associates Architecture

- Misha Belyayev
- mbelyayev@lancerarchitects.com

THE SKILLMAN TEAM

ACCOUNT EXECUTIVE

- Dan King
- 317-694-3322
- dking@skillman.com

PROJECT MANAGER

- Jeremy Putnam
- 317-650-5367
- jputnam@skillman.com

SITE MANAGER

- TBD

PROJECT ENGINEER

- Suang Mung
- 317-800-1108
- smung@skillman.com

ADMIN. ASSISTANT

- Connie Patton
- 317-788-5151
- cbpatton@skillman.com

SCOPE OF WORK

- Sitework, Underground Detention, New Parking Lots, and New Tennis Courts
- Construct a new east drive, band practice lot, student parking lot, and tennis courts.
- Overall Budget $
- Mobilize – July 11, 2024
- Substantial Completion – December 24, 2024

MULTIPLE CONTRACT SUMMARY

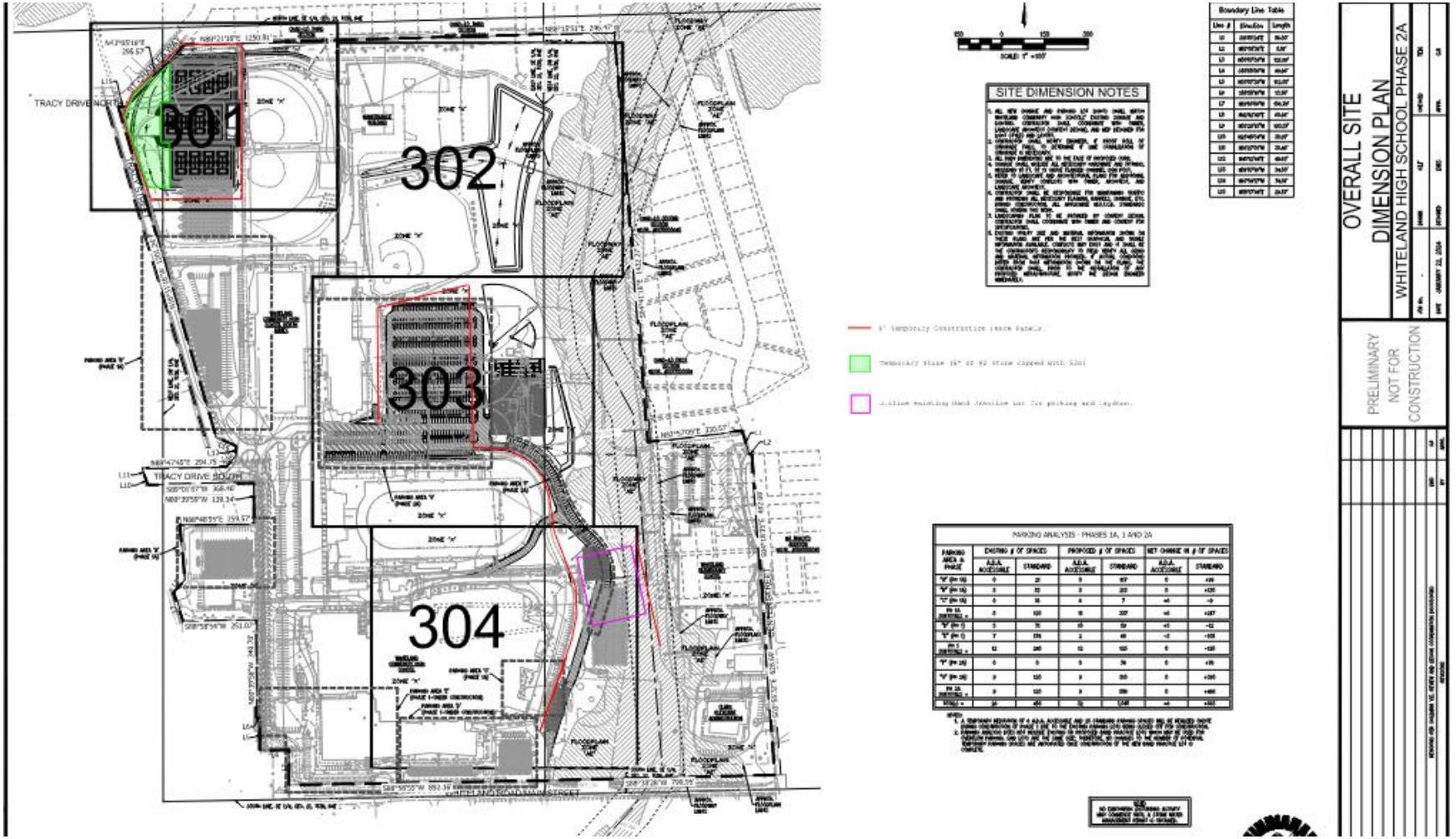
Review Section 01 12 00 – Multiple Contract Summary. Review all Specification Sections that are in your Scope of Work.

- Project specific clarifications are also included within the bid category summary.

BID CATEGORIES

BID CATEGORY NO. 1	Mechanical Equipment (Heat Pumps)

SITE LOGISTICS PLAN



SPECIAL REQUIREMENTS

- All parking is with-in our designated lay down areas.
- No deliveries during student drop-off and pick-up
- No Tobacco use.

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.

AUTODESK BUILD (FORMERLY PLANGRID)

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

- Utility coordination
- Phasing
- Traffic/student flow
- Safety

AREAS OF COORDINATION

ALTERNATES

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

ALLOWANCES

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

INSTRUCTIONS TO BIDDERS

Review Section 00 10 00 for Instructions to Bidders.

- Substitution Requests emailed to Jeremy Putnam. Form located in section 00 26 00

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: Jeremy Putnam

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: Jeremy Putnam

CONSTRUCTION TIMELINE

Review Section 01 32 00 – Schedules & Reports.

Anticipated Construction Start Date: 6/3/2024

Anticipated Construction Completion Date: 9/4/2025

Full schedule to be issued in Addendum.

BID TO AWARD TIMELINE

- Bid Opening – 7/9/24
- Pre-Award Scope Review Meetings – 7/10/24??

- Posted on Skillman Planroom within 48 hours after bid opening.

- Final Contract Recommendations –
- Board Approval –

All Subcontractor & Products Lists
must be submitted by: Within 48 Hours

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 **24/48** 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.

BID OPENING

Date: July 9, 2024

Time: 2:00PM

Location: Clark-Pleasant Community School Corporation
Admin Building

50 Center Street
Whiteland, IN 46184

Q & A

Whiteland Comm. High School Mechanical Equipment Package

TSC PROJECT NO.: 221170.09

DATE: June 27, 2024

PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
CLARK-PLEASANT COMM. SCHOOL CORP.	Dr. Timothy Edsell		
CLARK-PLEASANT COMM. SCHOOL CORP.	Sam Arnes		
THE SKILLMAN CORPORATION	Jeremy Putnam		
THE SKILLMAN CORPORATION	Suang Mung		
THE SKILLMAN CORPORATION			
LANCER ASSOCIATES ARCHITECTURE	Misha Belyayev		
LANCER ASSOCIATES ARCHITECTURE			
VCS / WATERFURNACE	JP HEISSERER	jp@envelopgroup.com	317-460-5537

Whiteland Comm. High School Mechanical Equipment Package

TSC PROJECT NO.: 221170.09

DATE: June 27, 2024

PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
QAS	Evan Smith	Esmith@QASINC.Net	260-705-6723