

# PRE-BID MEETING

March 16, 2021  
2:00 PM

Holder Field/Perry  
Meridian MS & HS Kitchen  
Renovations



## Perry Township Schools

- Patrick Mapes, Superintendent
- Chris Sampson, Assistant Superintendent
- Kirby Schott, Director of Facilities



# Schmidt Associates



**SCHMIDT**  
ASSOCIATES  
415 Massachusetts Avenue  
Indianapolis, IN 46204  
[www.schmidt-arch.com](http://www.schmidt-arch.com)

Duane Dart, *Project Manager*

David McDow, *Project Architect*

Email: [dmcadow@schmidt-arch.com](mailto:dmcadow@schmidt-arch.com)



## THE SKILLMAN TEAM

Victor Landfair

Kevin Gujral, Project Manager

Phone: 317-318-5647

Email: [kgujral@skillman.com](mailto:kgujral@skillman.com)

Site Manager - TBD

Ivan Reyes-Solis, Project Engineer

Phone: 317-868-6000

Email: [ireyes-solis@skillman.com](mailto:ireyes-solis@skillman.com)

Brandi Holmes, Admin. Assistant

Phone: 317-788-5112

Email: [bholmes@skillman.com](mailto:bholmes@skillman.com)



## SCOPE OF WORK

- Synthetic Turf Field, Lighting, Bleachers and Press Box
- West Field Reseeding and Irrigation
- Concession Stand
- Detention Pond and Site Utilities
- Loading Dock at PMMS
- Kitchen Renovation at PMMS
- Kitchen Renovation at PMHS

\$4.0M Budget



## MULTIPLE CONTRACT SUMMARY

- Review Specification Section 01 12 00 - Multiple Contract Summary.
- Review all specification sections that are in your scope of work.
- Review all project specific clarifications for all Bid Categories



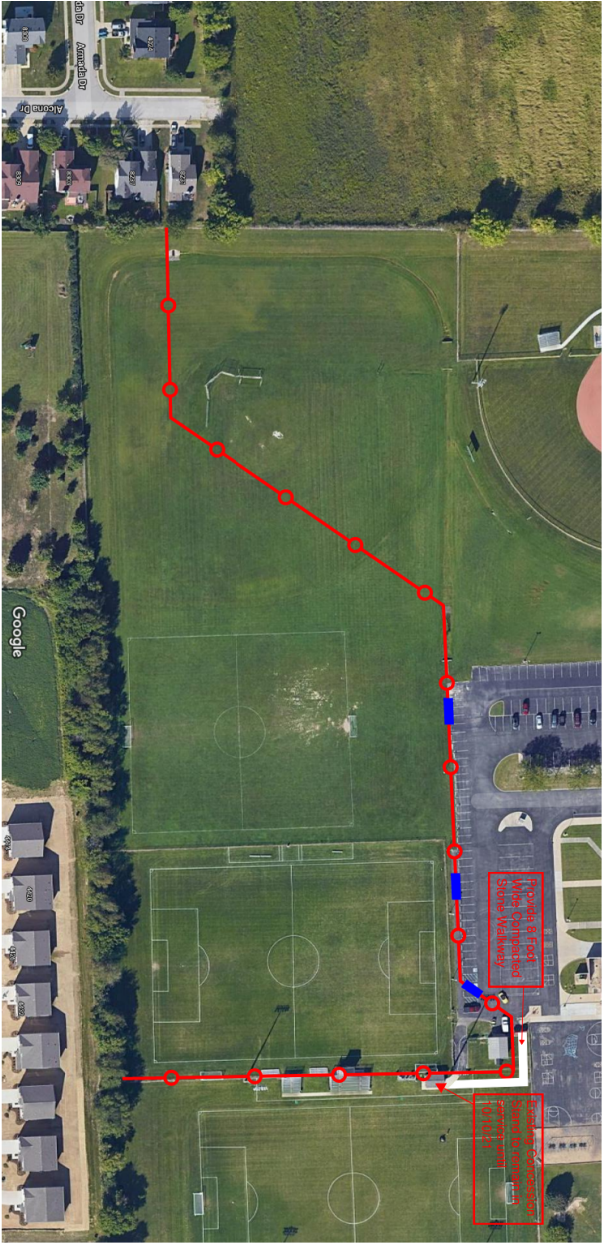
## BID CATEGORIES

- Bid Category No. 1 – General Trades
- Bid Category No. 2 – Masonry
- Bid Category No. 3 – Fire Protection/  
Plumbing/Mechanical
- Bid Category No. 4 – Electrical
- Bid Category No. 5 – Food Service
- Bid Category No. 6 – Synthetic Turf



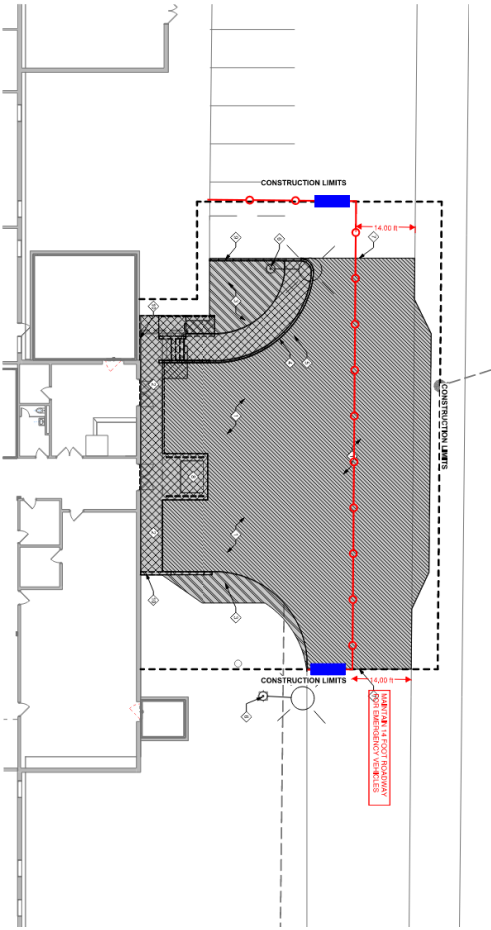


# SITE LOGISTICS



Construction Fence  
Gates with Locks

HOLDER FIELD CONSTRUCTION FENCING & GATES  
HFCFG-01 03-01-21



Construction Fence  
Gates with Locks

PERRY MERIDIAN MS CONSTRUCTION FENCING AND GATES  
PMMSCFG-01 03-01-21

5

4

3

2



## SPECIAL REQUIREMENTS

- Contractor parking will be limited to designated areas as agreed to with Perry Township Schools.
- 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.



# **Public Works Law Indiana Code 5-16-13**



- TIER 1 – SELF-PERFORM 15% OF CONTRACT
- QUALIFICATION THROUGH D.O.A. [www.in.gov/idoa/2486.htm](http://www.in.gov/idoa/2486.htm)
  - For all Contracts of \$300,000 or more
- 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 Number for each 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



- Short Duration for Perry Meridian MS and HS Scope of Work; work MUST be complete before start of school
- Kitchen Equipment Lead Times
- Citizen Energy Group Permits for Holder Field scope of work
- Maintain school traffic flows; minimize parking impacts

# INSTRUCTION TO BIDDERS

- Review Specification Section 00 10 00 - Instructions to Bidders.
- Addendum No. 1 was issued on March 10, 2021.



# ALTERNATES

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

- ALTERNATE NO. 1A: ASTROTURF ALTERNATE

- ALTERNATE NO. 1B: FIELDTURF ALTERNATE

- ALTERNATE NO. 1C: MOTZ GROUP ALTERNATE

- ALTERNATE NO. 1D: SPRINTURF ALTERNATE

- ALTERNATE NO. 1E: MONDO ALTERNATE

- ALTERNATE NO. 1F: ACT GLOBAL ALTERNATE

- ALTERNATE NO. 2: EAST FIELD LIGHT FIXTURES

- ALTERNATE NO. 3: EAST FIELD SCOREBOARD

- ALTERNATE NO. 4: FILMING PLATFORM



# ALLOWANCES

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





## 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 **Kevin Gujral ([kgujral@skillman.com](mailto:kgujral@skillman.com))**. All Requests For Information must be received by end of day March 19, 2021.



# 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 of bids and are accompanied by full and complete technical data and other information required by the Architect to evaluate the proposed substitution.

- Requests for product approval shall be submitted on the Substitution Request Form and sent to **Kevin Gujral ([kgujral@skillman.com](mailto:kgujral@skillman.com))**.

- All Substitution Requests must be received by end of day March 19, 2021.



## CONSTRUCTION TIMELINE

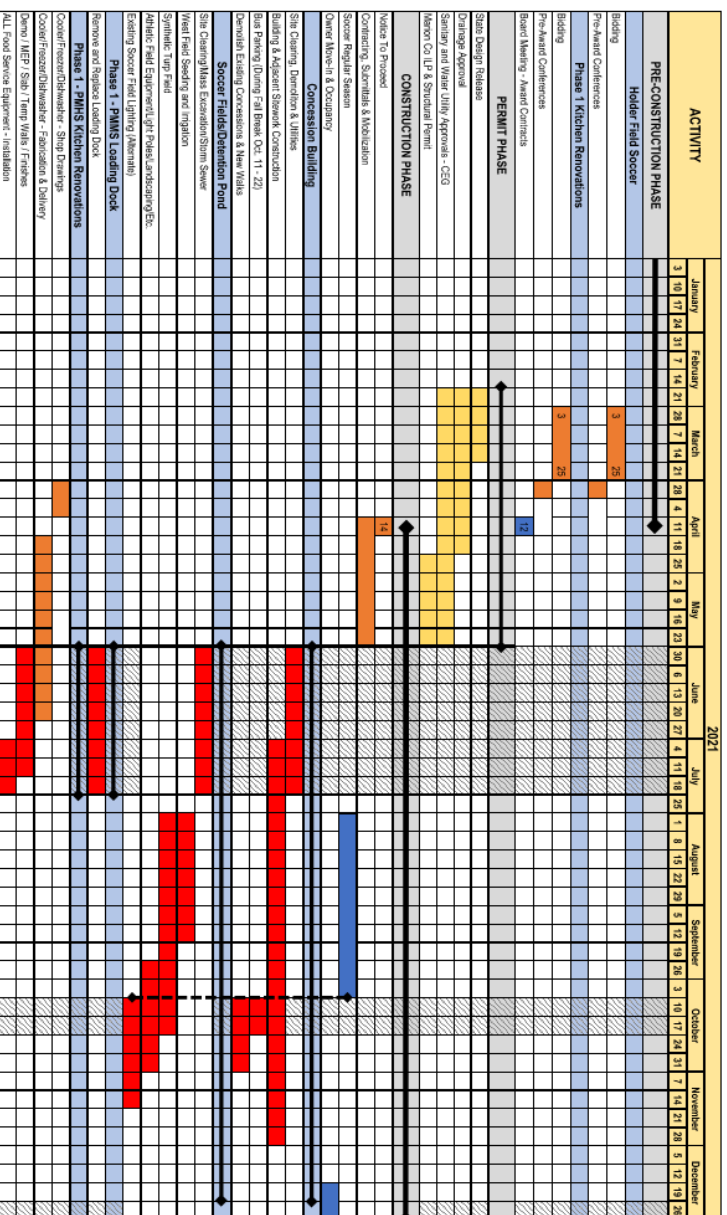
- Review Specification Section 013200 - Schedules and Reports
- Anticipated Construction Start Date: June 1, 2021
- Anticipated Construction Completion Date: November 30, 2021
- See Guideline Schedule dated 03/02/21



# GUIDELINE SCHEDULE

## Perry Township Schools

GUIDELINE SCHEDULE - Holder Field Soccer & Phase 1 PMHS / PMMS Kitchen Renovations



THE SKILLMAN CORPORATION

Revision Date: 3/2/2021



## **BID TO AWARD TIMELINE**

- Bids Received: March 25, 2021
- Pre-Award Meetings: March 30 & 31, 2021
- PTS Board Meeting: April 12, 2021
- Notice to Proceed: April 13, 2021
- Bid Tab will be posted on the Skillman PlanRoom Website.
- **Subcontractor and Products Lists must be submitted by March 29, 2021 (2 Low Bidders)**



## BID FORM

- Review and fully complete Specification Section 00 31 00 – Bid Form
- Complete all Alternates on the Bid Form that may affect your Scope of Work





# BIDDER REMINDER LIST

NAME OF BIDDER \_\_\_\_\_

## BIDDER REMINDER LIST TO BE COMPLETED AND INCLUDED IN BID PACKAGE FOR REVIEW AT BID OPENING

	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> ?		
Have you <b>included Food Service Unit Prices</b> for specification section <b>11 40 00</b> ?		
<b>Is the Non-Collusion Affidavit</b> , part of the Bid Form, signed & notarized?		
Include XBE Information		
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</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 Owners Address		

NOTE: 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 documents. The electronic files are available at no cost.
- The documents can be picked up at the following location:
  - Eastern Engineering, 9901 Allisonville Road, Fishers, IN 46038, Phone 317-598-0661



## PRE-AWARD INTERVIEWS

### Tuesday March 30, 2021 (tentative)

- BC #1 General Trades 9:00 am
- BC #2 Masonry 10:00am
- BC #3 FP/Plumb/HVAC 11:00am

### Wednesday March 31, 2021(tentative)

- BC #4 Electrical 9:00 am
- BC #5 Food Service 10:00am
- BC #6 Synthetic Turf 11:00am

Meeting will be conducted via  
Microsoft Teams



## BID OPENING

- Date: March 25, 2021
- Time: 2:00 PM (local time)
- Location: Perry Township Schools  
6548 Orinoco Avenue  
Indianapolis, IN 46237

Bids will be **RECEIVED** at the above location.

Bid Opening will be via Microsoft Teams virtual meeting **ONLY**; a meeting link was issued to all bidders in the Notice to Bidders.



## SIGN-IN

## BUILDING TOUR



- Email [ireyes-solis@skillman.com](mailto:ireyes-solis@skillman.com) and [bholmes@skillman.com](mailto:bholmes@skillman.com) if you are on this virtual Pre-Bid Meeting.

Building Tours: To Be Determined

Email [ireyes-solis@skillman.com](mailto:ireyes-solis@skillman.com) to schedule a walkthrough of PMMS or PMHS Kitchens; face coverings are required while inside the PMMS and PMHS.

# Q&A

