

**Project Name: Re-Bid Carmel Life
& Learning Center HVAC
Equipment Replacement**

Date: 08/03/2021

Meeting No.: 01



TSC PROJECT NO.: 220100.13

PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED	ATTENDEE NAME	ATTENDEE SIGNATURE
CARMEL CLAY SCHOOLS	Ron Farrand	
THE SKILLMAN CORPORATION	Pat Portteus	Called In
THE SKILLMAN CORPORATION	Brad Pawloski	Called In
THE SKILLMAN CORPORATION	Ruth Drake	
FANNING HOWEY ASSOCIATES	Chuck Tyler	Called In
FANNING HOWEY ASSOICIATES	Gregg Dixon	Called In
FANNING HOWEY ASSOICIATES	Tim Lehman	Called In
CARRIER	Dan Stamer	Called In
COMMERCIAL AIR	Gary Sams	Called In

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PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED		ATTENDEE NAME	ATTENDEE SIGNATURE
FERRER MECHANICAL		Stephen Cayten	Called In
LEHMANS MECHANICAL		Chris Craig	Called In
QUALITY HEATING & PLUMBING		Aden Merchant	Called In
SEXSON MECHANICAL		John Gutzwiller	Called In

PRE BID MEETING

August 3, 2021

3:00 PM

Carmel Clay Schools

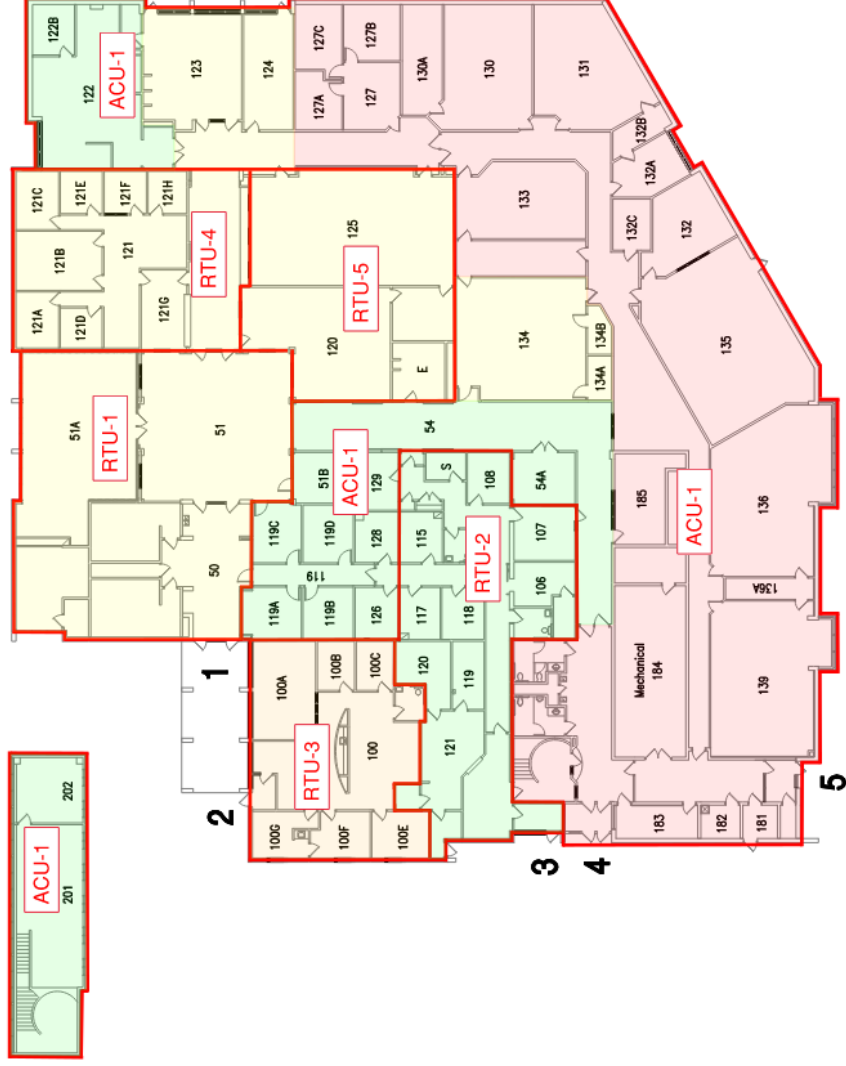
TSC Project #220100.13

Re-Bid of Carmel Life and Learning Center HVAC Equipment Replacement



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Carmel Life & Learning Center



CARMEL CLAY SCHOOLS ADMINISTRATION



- Ron Farrand Jr.
 - Director of Facilities & Transportation



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ARCHITECT

FANNING HOWEY

- Chuck Tyler
 - Project Executive
 - Phone: 317-450-9784
 - Email: ctyler@fhai.com
- Tim Lehman
 - Chief Engineering Officer
 - Phone: 419-305-0344
 - Email: tlehman@fhai.com
- Gregg Dixon
 - Construction Administrator
 - Phone: 317-439-4190
 - Email: gdixon@fhai.com



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THE SKILLMAN TEAM

- Bart York, Vice President / Account Executive
 - Phone: 317-443-3541
 - Email: byork@skillman.com
- Eli Miller, Senior Project Manager
 - Phone: 317-788-5149
 - Email: emiller@skillman.com
- Ruth Drake, Site Manager
 - Phone: 219-781-3692
 - Email: rdrake@skillman.com
- Brad Pawloski, Asst. Project Manager
 - Phone: 317-417-2046
 - Email: bpawloski@skillman.com



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SCOPE OF WORK

- 1 Bid Category
- (5) Roof Top Units
- (1) Air Handling Unit
- (1) Air Cooled Condensing Unit
- (2) Hot Water Pumps
- (2) Boilers
- Temperature Controls
- Start by November 2021
- Complete by January 2022



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ANTICIPATED CHALLENGES

- 11/24/2021 – RTU Crane Pick
- Protecting existing finishes and roofs.
- Safely working on lifts and roofs.
- Keeping roads/parking lots/work areas clean and free of debris.
- Material Delivery Storage Locations
- Parking (Staff and Contractors)



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BID CATEGORIES

- Bid Category No. 1
HVAC Equipment Replacement



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MULTIPLE CONTRACT SUMMARY

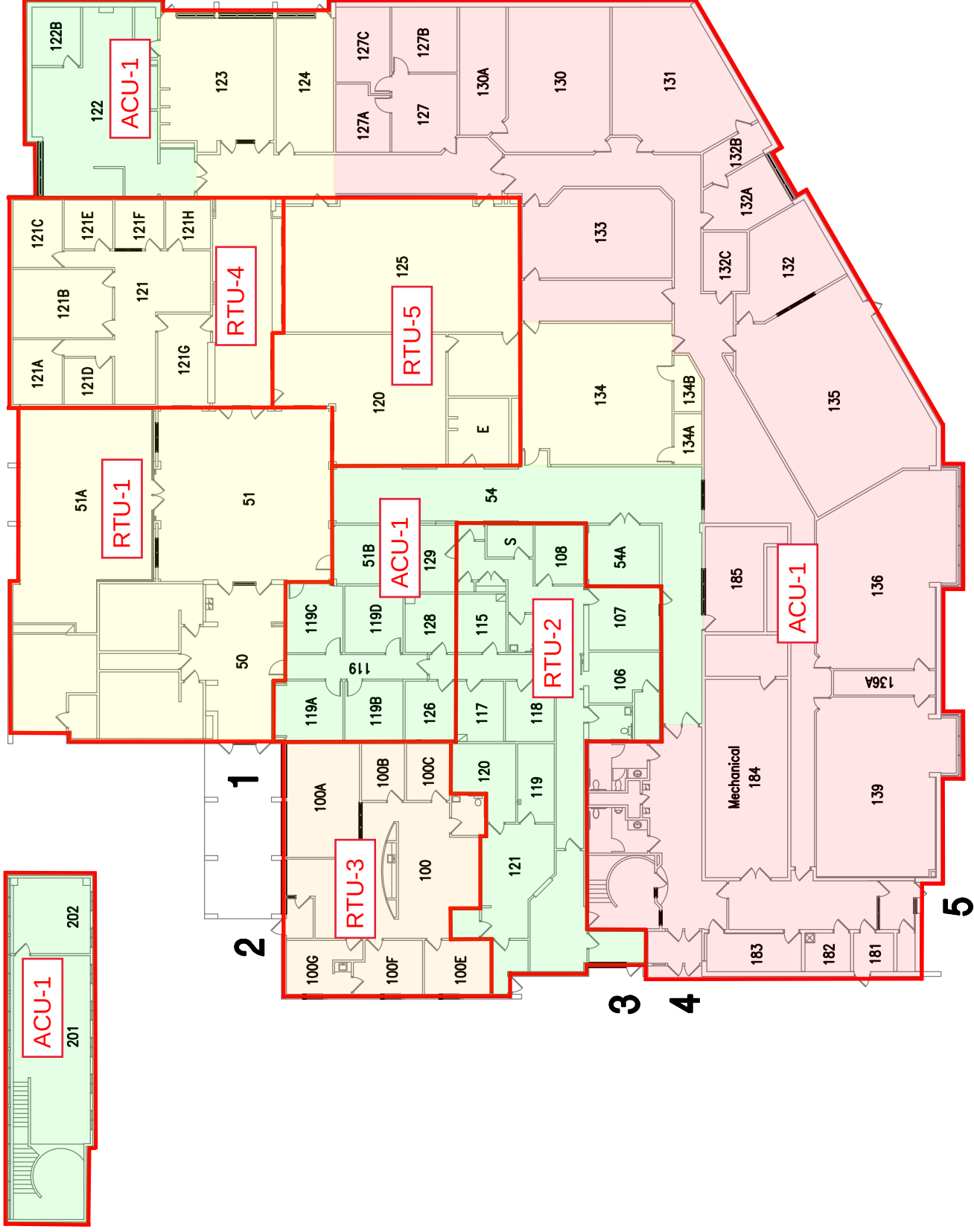
Review Section 011200,
Multiple Contract Summary.

Review all specification sections
that are in your scope of work.

Bid Category Clarifications (#1-11)



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Carmel Life and Learning Center (CLLC)

HVAC Zoning

CARMEL CLAY
SCHOOLS

PROJECT

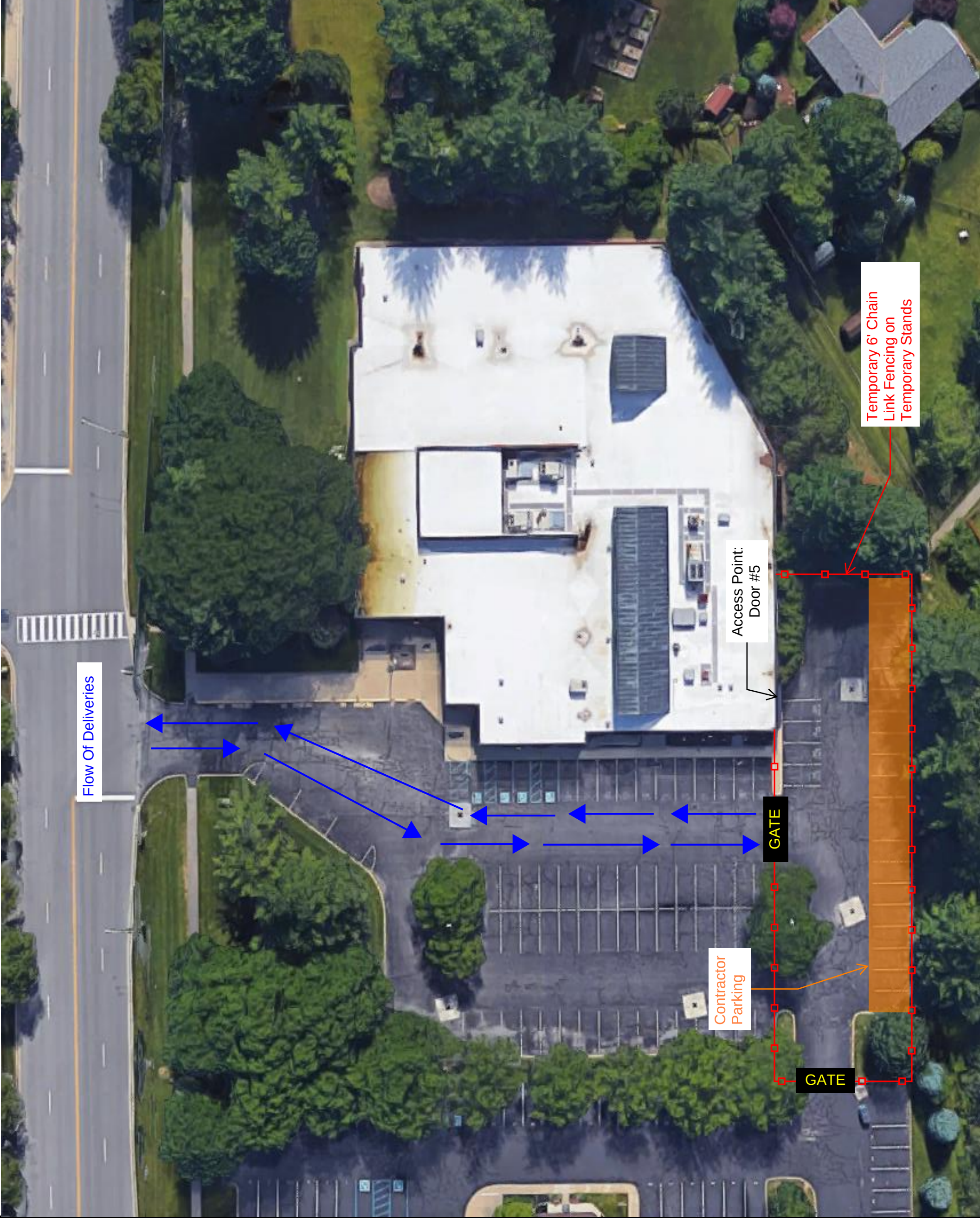
#220100.13

CLLC HVAC
EQUIPMENT
REPLACEMENT

SITE LOGISTICS
PLAN



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CARMEL CLAY
SCHOOLS

PROJECT
#220100.13

CLLC HVAC
EQUIPMENT
REPLACEMENT
ACCESS POINTS



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**CARMEL LIFE AND LEARNING CENTER
EXTERIOR ACCESS POINT – DOOR #5**

CARMEL CLAY
SCHOOLS

PROJECT
#220100.13

CLLC HVAC
EQUIPMENT
REPLACEMENT
ACCESS POINTS



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Fire Alarm Devices - 4" Projection

9'-11"

Protect Existing Flooring

**CARMEL LIFE AND LEARNING CENTER
INTERIOR ACCESS AREA – DOOR #5**

CARMEL CLAY
SCHOOLS

PROJECT

#220100.13

CLLC HVAC
EQUIPMENT
REPLACEMENT
ACCESS POINTS

CARMEL LIFE AND
LEARNING CENTER
MECHANICAL
ROOM ENTRANCE



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ALLOWANCES

Review section 012100 for Allowances that apply to your scope of work.

CONTINGENCY ALLOWANCES

- Bid Category No. 1 - \$50,000



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ALTERNATES

- No alternates included for this specific project



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CONSTRUCTION TIMELINE

- Review Section 013200, Schedules and Reports
- Start Construction:
November 1st, 2021
- Substantial Completion:
December 28th, 2021
- Complete Construction:
January 4th, 2022



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

- TIER 1 –SELF-PERFORM 15% OF CONTRACT
- WRITTEN DRUG TESTING PLAN IC 4-13-18
- MANDATORY ENROLLMENT IN E-VERIFY
Case Verification # for ea/employee
- CANNOT PAY EMPLOYEES IN CASH
- CONTRACTOR MUST COMPLY WITH
Fair Labor Act
Indiana's Workers Comp Insurance
Indiana's Unemployment Comp



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BIDDER REMINDER LIST



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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 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 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 Owners Address		

SPECIAL REQUIREMENTS

- Drug testing programs & policies must be submitted with bids.
- Background checks required by Safe Vendor Solutions

<https://www.safevisitorsolutions.com/safevendor-app-agreement>



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RFI PROCESS

- Each Bidder is encouraged to contact the Architect and Construction Manager in the event that 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 **Brad Pawloski**, Assistant Project Manager.
 - Email: **bpawloski@skillman.com**
- All requests for information must be received before **8:00AM on August 4th, 2021**.



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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:



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Brad Pawloski by 8:00AM on August 4th, 2021
Email: bpawloski@skillman.com

ADDENDUM

- Final Addendum Issuance:

August 5th, 2021



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BID TO AWARD TIMELINE

- All Subcontractor and Products Lists must be submitted by:

August 12th, 2021 @ 5:00PM

- Pre-Award Meetings:

August 13th, 2021

1:00PM – Bid Category 1

- Board Meeting - Owners Approval:

August 23rd, 2021



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CONSTRUCTION DOCUMENTS

- Construction documents are available at: 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 locations:
 - Eastern Engineering



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BIDS DUE

- Date: **August 12th, 2021**
- Time: **3:00 PM (local time)**
- Location:

**Carmel Clay Schools
Educational Services Center**

**5201 E. Main Street
Carmel, IN 46033**



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**MICROSOFT TEAMS
BID OPENING
MEETING CALL-IN**

Microsoft Teams Meeting
August 12th, 2021
3:00PM (EST)

Microsoft Teams meeting
Join on your computer or mobile app
[Click here to join the meeting](#)

Or call in (audio only)

[+1 317-762-3960,,197076597#](#)

Phone Conference ID: 197 076 597#

[Find a local number](#) | [Reset PIN](#)

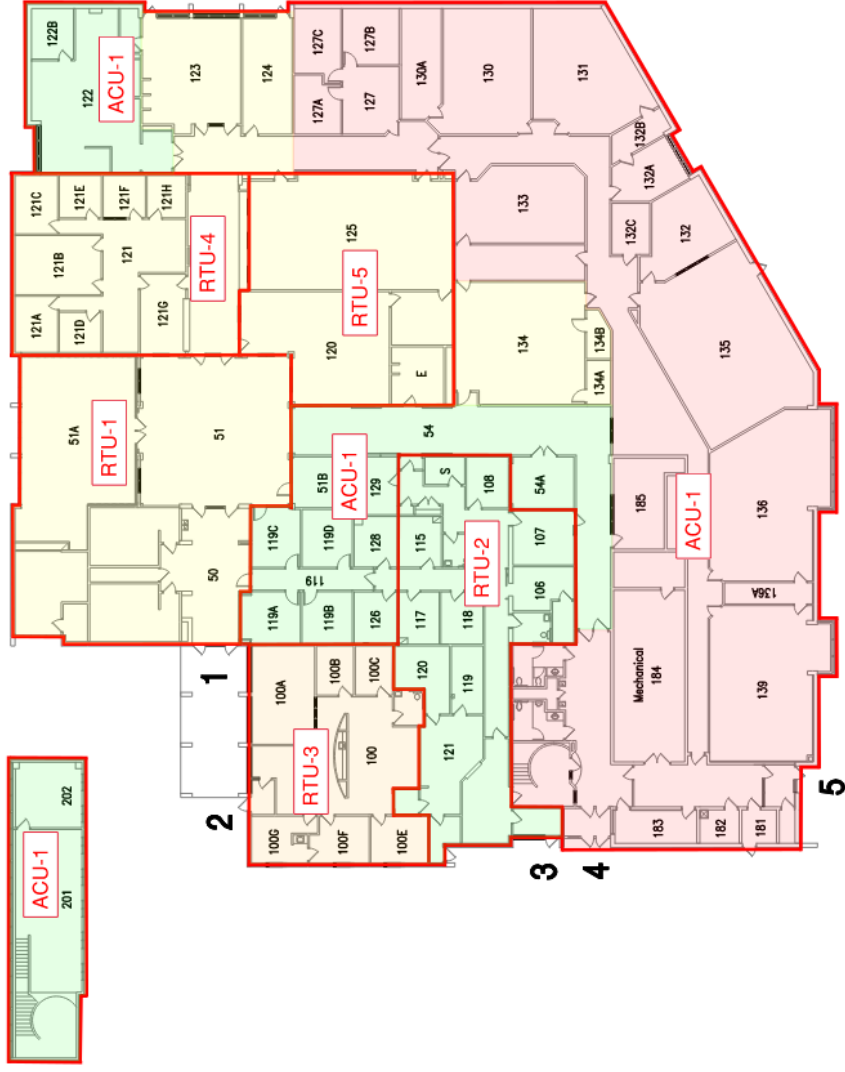
[Learn More](#) | [Meeting options](#)



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Q&A

Carmel Life & Learning Center



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