

# PRE-BID MEETING 11/30/2021



## Fennville High School – Auditorium Improvements



- Jim Greydanus, Superintendent
- Trevor Stahl, Director of Facilities



- Mitchell Duyser, Project Manager
- Larry Boerman, Construction Administrator

# THE SKILLMAN CORPORATION



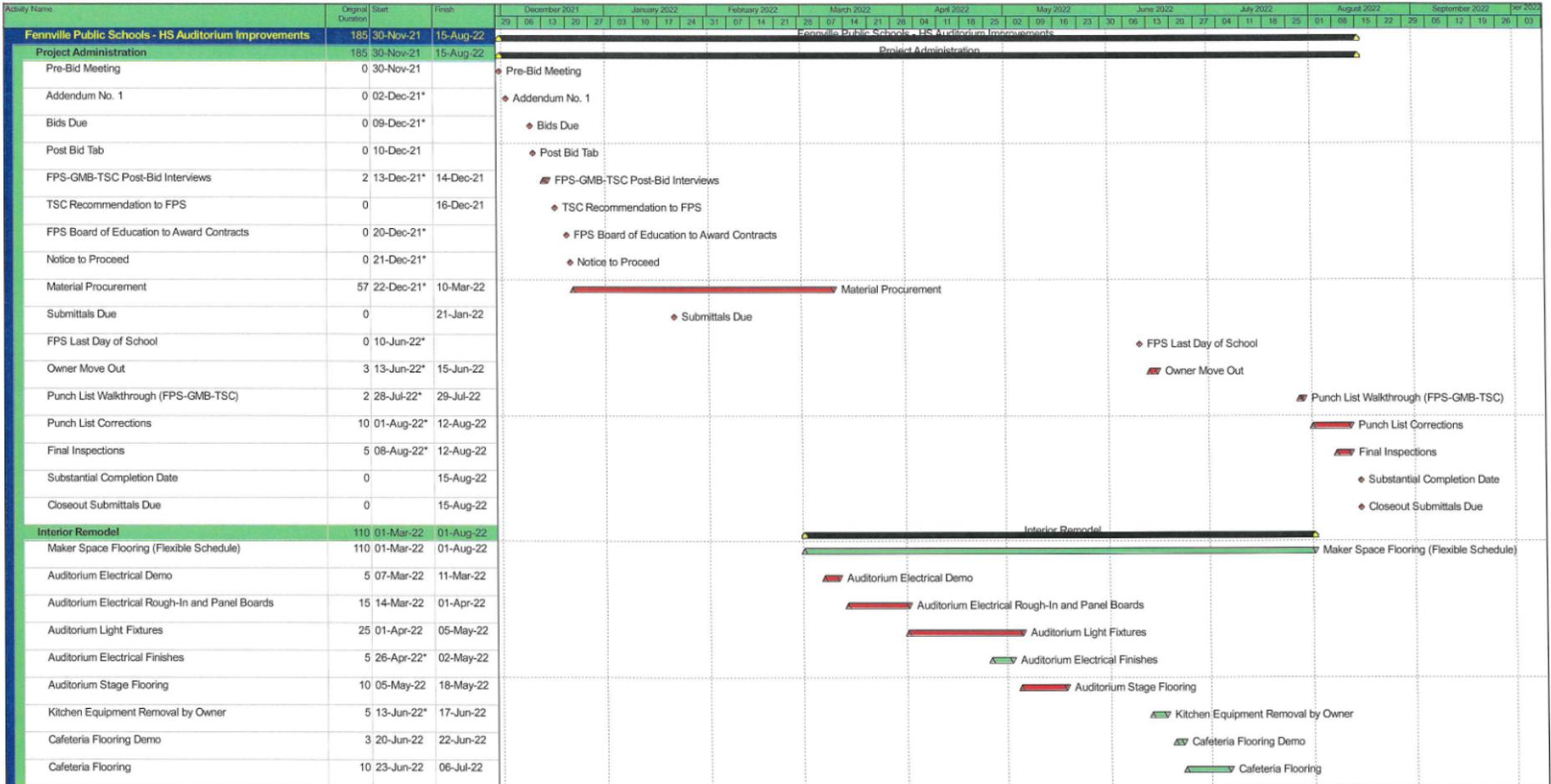
- Michael Kounelis – Project Manager/ Account Executive  
Phone: 269.207.3049  
Email: [mjkounelis@skillman.com](mailto:mjkounelis@skillman.com)
- Max Tackett – Project Engineer / Site Manager  
Phone: 269.332.3653  
Email: [mtackett@skillman.com](mailto:mtackett@skillman.com)

# SCOPE OF WORK



- New Auditorium Stage Flooring Assembly and select Carpeting at Stage area.
- New Cafeteria & Serving Area Linoleum Flooring.
- New Maker Space Resinous Flooring.
- New Auditorium Electrical, Communications, Theatrical AV & Lighting.
- Auditorium Counter-Top & Wall will be provided by Owner.

# GUIDELINE SCHEDULE



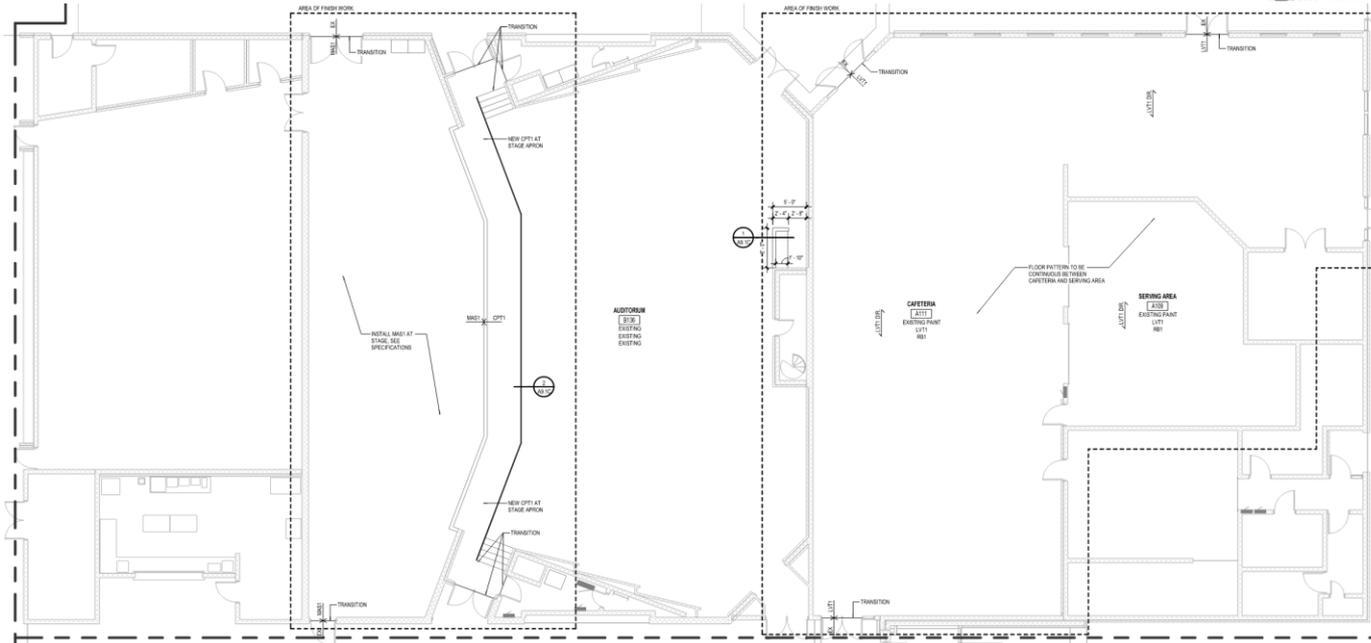
- Actual Work
- Remaining Work
- Critical Remaining Work
- Milestone
- Summary

217275-1 - Fennville Public Schools - HS Auditorium Improvements

Guideline Schedule - 29-Nov-21

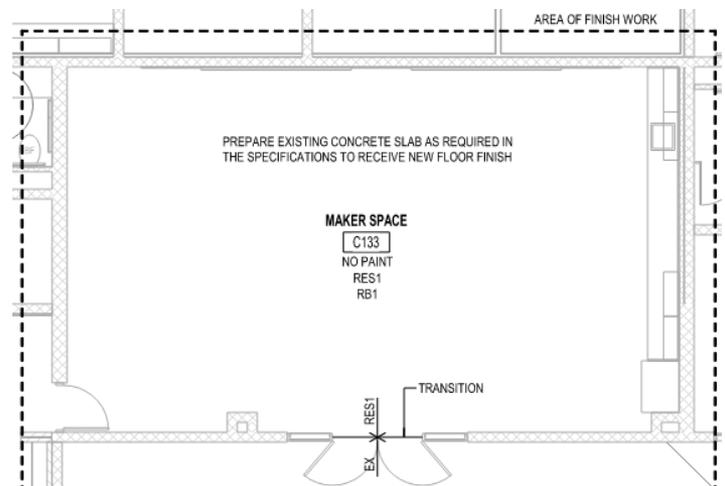


# FINISH PLANS



Auditorium Stage Flooring

Cafeteria Flooring



Maker Space Flooring



# **MULTIPLE CONTRACT SUMMARY**



- Review of section 01 12 00, Multiple Contract Summary.
- Review all specification sections that are in your scope of work.

# MULTIPLE CONTRACT SUMMARY



## Section 01 12 00

Review entire section

- 1.01 Related Documents
- 1.02 Summary
- 1.03 Work Under Separate Contracts
- 1.04 Administer. Response. Primes and CM
- 1.05 Use of Premise
- 1.06 Owner Maintain Operations
- 1.08 Work By Owner
- 1.09 Permits, Fees & Notices
- 1.10 Labor & Materials
- 1.14 Schedule of Responsibilities
- 1.16 Time of Commencement and Completion
- 3.01 Schedule of Contract Responsibilities

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## **Multiple Contract Summary-Section 01 12 00**

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- Bid Category No. 1 – Flooring
- Bid Category No. 2 – Electrical

# ALLOWANCES Section 01 21 00



Review section 01 21 00 for Allowances that apply to your scope of work. ***Include \$\$\$ in your Base Bid***

- Bid Category No. 1 - Flooring: \$5,000
- Bid Category No. 2 - Electrical: \$10,000

# **ALTERNATES-Section 01 23 00**



- Review section 01 23 00 for Alternates that may alter your scope of work.

Alternates (if applicable) be provided via Addendum No. 1.

# INSTRUCTION TO BIDDERS



Review section 00 10 00

- 1.01 – Bid Documents
- 1.02 – Bidders Examination & Representation
- 1.03 – Qualifications of Bidders
- 1.04 – Clarifications of Bidders Questions
- 1.06 - Addenda

# RFI PROCESS



- Each Bidder is encouraged to contact 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 Max Tackett with The Skillman Corp. All requests for information must be received 7 days before bid due date. Close of business on December 2, 2021.

# SUBSTITUTION REQUESTS



- Substitution Requests *will not* be considered or accepted during the bidding phase.
- If you have a substitution that would possibly benefit the project, they can be brought to attention in the post bid interview.

# CONSTRUCTION TIMELINE



Review Section 01 32 00, Schedules and Reports

Anticipated Construction Start Date:

- **March 1, 2022**

Construction Completion Date:

- **August 12, 2022**

Notice to Proceed Date:

- **December 21, 2021**

# BID TO AWARD TIMELINE



- Post Bid Review +/- December 13-15, 2021
- FPS Authorization to Proceed December 21, 2021
- ***All Subcontractor and Manufacturers Lists must be submitted within 48 hours of notification.***

# 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.

# BIDDER REMINDER LIST

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

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

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	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> ?		
<b>Is the Non-Collusion Affidavit</b> , part of the Bid Form, signed & notarized?		
<b>Is the Familial Disclosure Affidavit</b> , part of the Bid Form, signed and notarized?		
<b>Is the 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> ?		
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)
- Printed documents available at:
  - Kal-Blue, Kalamazoo, 269.349.8681

# BIDs DUE



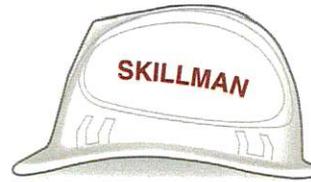
- December 9, 2021
- Time: 2:00 PM (local time)
- Location: Fennville Public Schools Administration Office  
Fennville Public Schools  
ATTN: Jim Greydanus – Superintendent  
5 Memorial Drive  
Fennville, MI 49408
- Opening: FPS Administration Conference Room



# Questions?



Fennville High School Auditorium  
Improvements



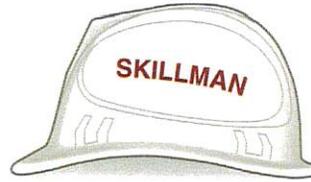
DATE: 11/30/2021

TSC PROJECT NO.: 217275

## PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
THE SKILLMAN CORPORATION	Mike Kounelis	MJKounelis@skillman.com	269.207.3049
FENNVILLE PUBLIC SCHOOLS	Trevor Stahl		
THE SKILLMAN CORPORATION			
THE SKILLMAN CORPORATION	Max Tackett	mtackett@skillman.com	(269) 568-2433
GMB MTHM	MITCH DUSEL	mitchd@gmb.com	616 309 4927
GMB			
TPC Technologies	Marty Golds	marty@tpctechnologies.com	574-282-7257
Parkway	Brian Rotman	brian.rotman@parkway-us.com	616-820-1281

Fennville High School Auditorium  
Improvements



DATE: 11/30/2021

TSC PROJECT NO.: 217275

## PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
* Migala Flooring	Mandie Bazar		
FPS	Jim Greydanus		
* Johnson Interiors	Rick Terry		
* Attended Prebid Mtg. Virtually			

Activity Name	Original Duration	Start	Finish	December 2021					January 2022					February 2022					March 2022					April 2022					May 2022					June 2022					July 2022					August 2022					September 2022					per 2022
				29	06	13	20	27	03	10	17	24	31	07	14	21	28	04	11	18	25	02	09	16	23	30	06	13	20	27	04	11	18	25	01	08	15	22	29	05	12	19	26	03										
<b>Fennville Public Schools - HS Auditorium Improvements</b>	<b>185</b>	<b>30-Nov-21</b>	<b>15-Aug-22</b>	<b>Fennville Public Schools - HS Auditorium Improvements</b>																																																		
<b>Project Administration</b>	<b>185</b>	<b>30-Nov-21</b>	<b>15-Aug-22</b>	<b>Project Administration</b>																																																		
Pre-Bid Meeting	0	30-Nov-21		◆ Pre-Bid Meeting																																																		
Addendum No. 1	0	02-Dec-21*		◆ Addendum No. 1																																																		
Bids Due	0	09-Dec-21*		◆ Bids Due																																																		
Post Bid Tab	0	10-Dec-21		◆ Post Bid Tab																																																		
FPS-GMB-TSC Post-Bid Interviews	2	13-Dec-21*	14-Dec-21	▬ FPS-GMB-TSC Post-Bid Interviews																																																		
TSC Recommendation to FPS	0		16-Dec-21	◆ TSC Recommendation to FPS																																																		
FPS Board of Education to Award Contracts	0	20-Dec-21*		◆ FPS Board of Education to Award Contracts																																																		
Notice to Proceed	0	21-Dec-21*		◆ Notice to Proceed																																																		
Material Procurement	57	22-Dec-21*	10-Mar-22	▬ Material Procurement																																																		
Submittals Due	0		21-Jan-22	◆ Submittals Due																																																		
FPS Last Day of School	0	10-Jun-22*		◆ FPS Last Day of School																																																		
Owner Move Out	3	13-Jun-22*	15-Jun-22	▬ Owner Move Out																																																		
Punch List Walkthrough (FPS-GMB-TSC)	2	28-Jul-22*	29-Jul-22	▬ Punch List Walkthrough (FPS-GMB-TSC)																																																		
Punch List Corrections	10	01-Aug-22*	12-Aug-22	▬ Punch List Corrections																																																		
Final Inspections	5	08-Aug-22*	12-Aug-22	▬ Final Inspections																																																		
Substantial Completion Date	0		15-Aug-22	◆ Substantial Completion Date																																																		
Closeout Submittals Due	0		15-Aug-22	◆ Closeout Submittals Due																																																		
<b>Interior Remodel</b>	<b>110</b>	<b>01-Mar-22</b>	<b>01-Aug-22</b>	<b>Interior Remodel</b>																																																		
Maker Space Flooring (Flexible Schedule)	110	01-Mar-22	01-Aug-22	▬ Maker Space Flooring (Flexible Schedule)																																																		
Auditorium Electrical Demo	5	07-Mar-22	11-Mar-22	▬ Auditorium Electrical Demo																																																		
Auditorium Electrical Rough-In and Panel Boards	15	14-Mar-22	01-Apr-22	▬ Auditorium Electrical Rough-In and Panel Boards																																																		
Auditorium Light Fixtures	25	01-Apr-22	05-May-22	▬ Auditorium Light Fixtures																																																		
Auditorium Electrical Finishes	5	26-Apr-22*	02-May-22	▬ Auditorium Electrical Finishes																																																		
Auditorium Stage Flooring	10	05-May-22	18-May-22	▬ Auditorium Stage Flooring																																																		
Kitchen Equipment Removal by Owner	5	13-Jun-22*	17-Jun-22	▬ Kitchen Equipment Removal by Owner																																																		
Cafeteria Flooring Demo	3	20-Jun-22	22-Jun-22	▬ Cafeteria Flooring Demo																																																		
Cafeteria Flooring	10	23-Jun-22	06-Jul-22	▬ Cafeteria Flooring																																																		

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Guideline Schedule - 29-Nov-21

