



Zionsville Community Schools – District Wide Roofing Repairs, ZMS Flooring Renovations & ZCHS Whiteboard Repairs

November 10, 2022

Owner



- Rebecca Coffman
Successor Superintendent

- Matthew Doublestein
Director of Operations

- Chris Kuonen
Facilities and Grounds Manager

DESIGN TEAM



- Chuck Tyler

Project Executive

Phone: 317-848-0966

Email: ctyler@fhai.com

- Gregg Dixon

Construction Administrator

Phone: 317-439-4190

Email: gdixon@fhai.com

DESIGN TEAM



- Gregg Nichols

Senior Roof Consultant, Region Manager

Phone: 317-800-4991

Email: gnichols@technicalassurance.com



**TECHNICAL
ASSURANCE**

THE SKILLMAN TEAM



- Victor Landfair
Vice President
Phone: 317-850-5996
Email: vdlandfair@skillman.com

- Jacob Bower
Project Manager
Phone: 317-318-5795
Email: jbower@skillman.com

- Rick Lyons
Site Manager
Phone: 317-954-0027
Email: rlyons@skillman.com

SCOPE OF WORK



- Exterior Scope of Work
 - Shingle Roofing at three (3) buildings
 - Boone Meadow Elementary
 - Stonegate Elementary
 - Zionsville West Middle School
 - Roof Coating at three (3) buildings
 - Boone Meadow Elementary
 - Stonegate Elementary
 - Zionsville Middle School
- Interior Scope of Work
 - Floorcovering removal and replacement at ZMS
 - Whiteboard resurfacing / repairs at ZCHS
- Approximate Budget of \$4,500,000
- Mobilization: May 1, 2023
- Substantial Completion: September 1, 2023

PROJECT SITES



- Project includes Work at various buildings
- Site Logistics Plan(s) will be issued via Addendum
- Work Phasing and/or Sequencing Plan(s) will be issued via Addendum

MULTIPLE CONTRACT SUMMARY



- Review Section 01 12 00 – Multiple Contract Summary. Review all Specification Sections that are in your Scope of Work.
- Six (6) total Bid Categories
- Bidding Contractors may bid more than one Bid Category
- Bidding Contractors may submit a combination bid of multiple Bid Categories

BID CATEGORIES



- Bid Category No. 1 – Zionsville West Middle School Shingle Replacement
- Bid Category No. 2 – Boone Meadow & Stonegate Elementary Schools Shingle Replacement
- Bid Category No. 3 – Zionsville Middle School Roof Coating Repairs
- Bid Category No. 4 – Boone Meadow & Stonegate Elementary Schools Roof Coating Repairs
- Bid Category No. 5 – Zionsville Middle School Flooring Renovations
- Bid Category No. 6 – Zionsville Community High School Whiteboard Repairs

SITE LOGISTICS PLAN



- Site Logistics Plan is forthcoming via Addendum.
 - Construction Fencing
 - Contractor Laydown & Parking
- Each building will have its own specific Site Logistics Plan
- Each Bid Category will have its own sequence or phasing of Work

SPECIAL REQUIREMENTS



- 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. (Indiana Only)
- Every worker on the project must have their expanded criminal history and sex offender clearance thru Safe Vendor prior to arriving on site.

NEW PUBLIC WORKS LAW INDIANA CODE 5-16-13



- Tier 1 – Self-Perform 15% of Contract
- Qualification through D.O.A.
 - **Bids shall not be considered unless (1) the Prime Bidder and (2) all lower tiered Subcontractors whose subcontract is estimated to \$300,00 or more are qualified at the time of the bid in accordance with IC 4-13.6-4.**
- 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



- One project, multiple buildings
- Significant volume of Work to be achieved during summer months
- Working in Owner occupied buildings
- Potential coordination with other Contractors
- Restricted delivery times
- Safety of construction crews, students and staff

ALLOWANCES



- Review Section 01 21 00 for Allowances that apply to your Scope of Work
- Every Bid Categories is responsible for a Contingency Allowance to be included at time of bid.
- BC 01 – \$30,000
- BC 02 – \$30,000
- BC 03 – \$30,000
- BC 04 – \$30,000
- BC 05 – \$25,000
- BC 06 – \$15,000

ALTERNATES



- Review section 01 23 00 for Alternates that may alter your Scope of Work
- Alternate No. 1 – Carpet Tile in Room D102
- Alternate No. 2 – New LVT-1 in Various Rooms

INTSTRUCTION TO BIDDERS



- Review Section 00 01 00 for Instructions to Bidders
- Addendum 01 is forthcoming

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 Jacob Bower, jbower@skillman.com. All Requests for Information must be received before Thursday, 11/17/22.

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 Jacob Bower, jbower@skillman.com. All Substitution Requests should be submitted by Thursday, 11/17/22.

CONSTRUCTION TIMELINE



- Review Section 01 32 00, Schedules and Reports
- Guideline Schedule is forthcoming via Addendum.
 - Intent is to complete as much Work as possible during academic summer break.
- Anticipated Construction Start Date: May 1, 2023
- Anticipated Construction Completion Date: September 1, 2023

BID TO AWARD TIMELINE



- The verified bid tab will be posted to Skillman's Plan Room.
 - https://www.skillmanplanroom.com/View/ViewJobList.aspx?group_id=public_all
- Pre-Award Conference date and times will be issued via Addendum.
- Board Meeting to approve project prior to winter break
- Notice to Proceed and Contracts follow Board approval
 - Tentatively 12/15/22
- All Subcontractor and Products Lists must be submitted by:
Monday, 12/5/22.

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



_____ 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 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 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
- 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**
9901 Allisonville Rd.
Fishers, IN 46038

PRE-AWARD INTERVIEWS



- Specific Pre-Award dates/times will be included in forthcoming Addendum

BID OPENING



- **Date: December 1, 2022**
- **Time: 2:00 PM (Local Time)**
- **Location:**
 - Zionsville Community Schools**
 - 900 Mulberry St.**
 - Zionsville, IN 46077**



- **Feel free to ask any questions you may have.**
- **Please email Brandi Holmes to confirm virtual attendance. bholmes@skillman.com**

Zionsville Community Schools –
 District Wide Roofing Repairs, ZMS
 Flooring Renovations & ZCHS
 Whiteboard Repairs



DATE: 11/10/2022

TSC PROJECT NO.: 219108

PRE-BID MEETING SIGN-IN SHEET

Names in **Red** attended virtually

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
ZIONSVILLE COMMUNITY SCHOOLS	Matthew Doublestein	mdoublestein@zcs.k12.in.us	
ZIONSVILLE COMMUNITY SCHOOLS	Chris Kuonen	ckuonen@zcs.k12.in.us	
THE SKILLMAN CORPORATION	Jacob Bower	jbower@skillman.com	O (317)-788-5142 M (317) 318-5795
FANNING HOWEY	Chuck Tyler	ctyler@fhai.com	317-848-0966
FANNING HOWEY	Gregg Dixon	gdixon@fhai.com	317-439-4190
TECHNICAL ASSURANCE	Gregg Nichols	gnichols@technicalassurance.com	317-800-4991
JACK LAURIE GROUP	Noah Denker	noah.denker@jacklauriegroup.com	812-691-0435
C.E. REEVE ROOFING	Steve Bidwell	sbidwell@tectaaamerica.com	Phone (317)844-7663 Cell: 765-730-4416

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DATE: 11/10/2022

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PRE-BID MEETING SIGN-IN SHEET

Names in **Red** attended virtually

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
FOSTER CONTRACTING	Eric Sommers	eric@fostercontracting.net	M (317) 318-5201 O (317) 868-2323
FOSTER CONTRACTING	Nelson Smiley	nelson@fostercontracting.net	
HORNING ROOFING	Ron Phelps	rphelps@horningroofing.com	
HORNING ROOFING	Doug Ruse	druse@horningroofing.com	
BLAKLEY'S COMMERCIAL FLOORING	John Blakley	johnblakley@blakleys.com	O (317) 576-8314 M (317) 417-2719