



NORTHWESTERN SCHOOL
CORPORATION – MULTIPLE PROJECTS
PRE-BID MEETING

September 13, 2023

PRE-BID MEETING



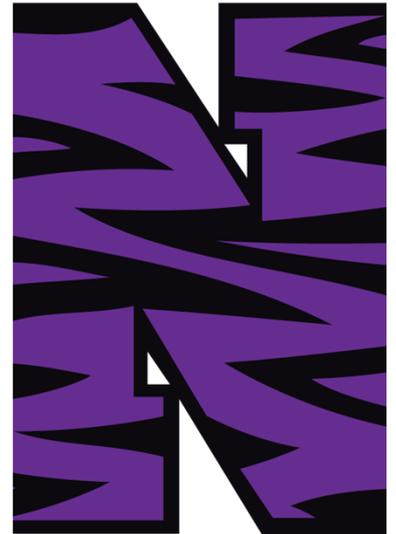
Northwestern School Corporation – Multiple Projects
3431 County Rd N 400 W, Kokomo, IN 46901

OWNER



Northwestern School Corporation

- **Kristen Bilkey, Superintendent**
- **Jeff Layden, Director of Operations**





Schmidt Associates

- **Cindy McLoed, Project Architect**
- **Robin Leising, Construction Admin.**



THE SKILLMAN TEAM



ACCOUNT EXECUTIVE

- Victor Landfair
- 317-788-5108
- vdlandfair@skillman.com

PROJECT MANAGER

- Kevin Gujral
- 317-788-5141
- kgujral@skillman.com

PROJECT ENGINEER

- D' Andre Embry
- 317-432-0311
- dembry@skillman.com

SITE MANAGER

- Randy Whipple
- 317-318-5282
- rwhipple@skillman.com

ADMIN. ASSISTANT

- Brandi Holmes
- 317-788-5112
- bholmes@skillman.com

SCOPE OF WORK



- **Window replacement and renovations at Northwestern Elementary School**
- **New addition and renovations at Northwestern Middle School**
- **Renovations at Northwestern High School including courtyard infill and window wall replacement at select areas**
- **New addition and renovations at Howard Elementary School**
- **\$40M Project Budget**
- **23 Month Phased Schedule**

MULTIPLE CONTRACT SUMMARY



**Review 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	Steel/Misc. Iron
BID CATEGORY NO. 4	Roofing
BID CATEGORY NO. 5	Metal Studs, Drywall, Acoustical
BID CATEGORY NO. 6	Glass & Glazing
BID CATEGORY NO. 7	Painting
BID CATEGORY NO. 8	Flooring
BID CATEGORY NO. 9	Casework
BID CATEGORY NO. 10	Playground
BID CATEGORY NO. 11	Fire Protection
BID CATEGORY NO. 12	Plumbing
BID CATEGORY NO. 13	Mechanical
BID CATEGORY NO. 14	Electrical & Technology

SITE LOGISTICS PLAN



- **SITE LOGISTICS PLAN WILL BE ISSUED IN ADDENDUM NO. 1**

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.

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



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



- Occupied Facilities
- Phased Construction
- Material Lead Times
- Maintain Emergency Egress from Buildings
- Maintain Fire Department Emergency Access
- Maintain Utilities
- Maintain Bus and Vehicle Traffic Flow
- Construction Parking shall be within designated area as directed by Northwestern School Corporation



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

- **NO. 1: Howard Elementary Technology**
- **NO. 2: Northwestern High School Technology**
- **NO. 3: Athletic Fencing**
- **NO. 4: High School New Main Entry**
- **NO. 5A: Chiller Equipment - Carrier**
- **NO. 5B – Chiller Equipment – Dunham Busch**
- **NO. 6 – East Secondary Canopy**
- **NO. 7 – North Secondary Canopy**
- **No. 8 – Field House Air Conditioning**

ALLOWANCES



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

- Include identified Allowances within your Base Bid

INSTRUCTIONS TO BIDDERS



Review Section 00 10 00 for Instructions to Bidders.

- Addenda No. 1 will be posted to the Skillman Planroom on September 18, 2023.

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: kgujral@skillman.com

All RFIs must be received before: **September 21, 2023**
12:00 PM (EST)

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: kgujral@skillman.com

CONSTRUCTION TIMELINE



Review Section 01 32 00 – Schedules & Reports.

Anticipated Construction Start Date: November 2023

**Anticipated Construction
Completion Date: September 2025**

GUIDELINE SCHEDULE



Northwestern School Corporation

GUIDELINE SCHEDULE

ACTIVITY	2023			2024												2025													
	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D		
CONSTRUCTION PHASE	[Timeline bar from start of 2023 to end of 2025]																												
Notice to Proceed																													
Contracting & Submittals																													
Long Lead Material Procurement																													
New Construction	[Timeline bar from start of 2023 to end of 2025]																												
Howard Elementary - 8.8.23 Proposed																													
New Addition																													
Lower Level Renovations																													
Phase 1 - Classroom Renovations																													
Offices Renovations																													
Light Renovations																													
Phase 2 - Classroom Renovations																													
Northwestern Elementary																													
Office Renovations																													
Restroom Renovations - Phase 1 & 2																													
Classroom Renovations - Phases 1 - 7																													
Owner Move-In & Occupancy																													
Northwestern MS/HS																													
Unit L - New MS Addition																													
Unit L - MS A&R - Phased TBD																													
Unit L - Cafeteria Renovations																													
Unit E - Ph 1a HS Office Renovs																													
Unit F - Ph 1b HS Crtyrd Add & W Wall Renovs																													
Office / Restroom / W Wall Renovations																													
Unit F - Window Wall Renovs (6)																													
Unit F - Window Wall Renovs (3)																													
Unit F 1st Flr Classroom Renovations																													
FACS / Business / Restrooms Renovations																													

GUIDELINE SCHEDULE



Northwestern School Corporation

GUIDELINE SCHEDULE

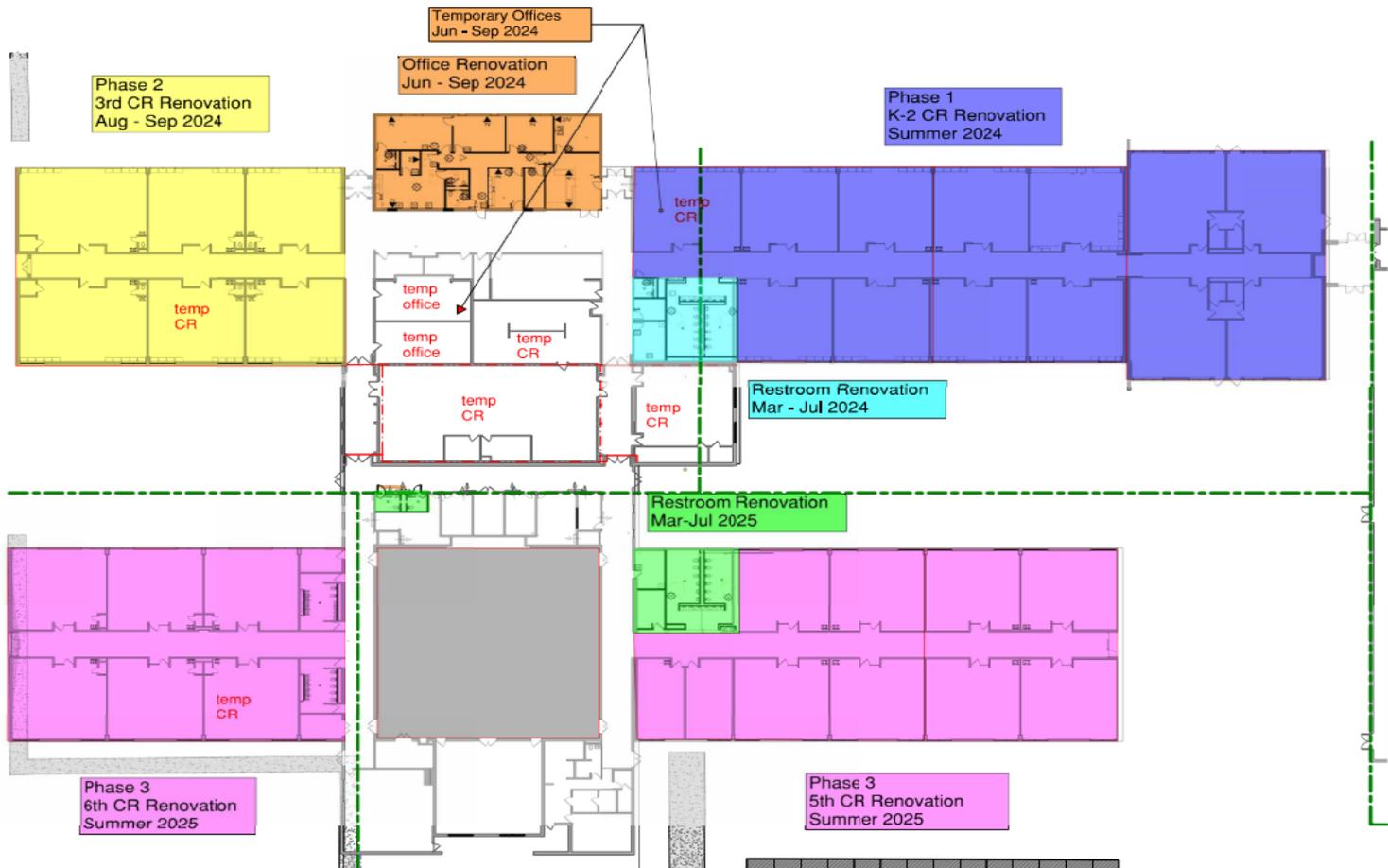
ACTIVITY	2023			2024												2025												
	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	
Maintenance Building A&R																												
Unit A/B - CTE Const Renovations Phase 1																												
Unit A/B - CTE Ag Renovations Phase 2																												
Unit D - Wrestling Renovations																												
Unit D - Ath. Dept. Renovations																												
Locker Rooms / M Gym Concession / Pool																												
Summer Renovations - TBD																												

PHASING PLANS



Window Replacement A&B Summer 2024
Window Replacement C&D Summer 2025

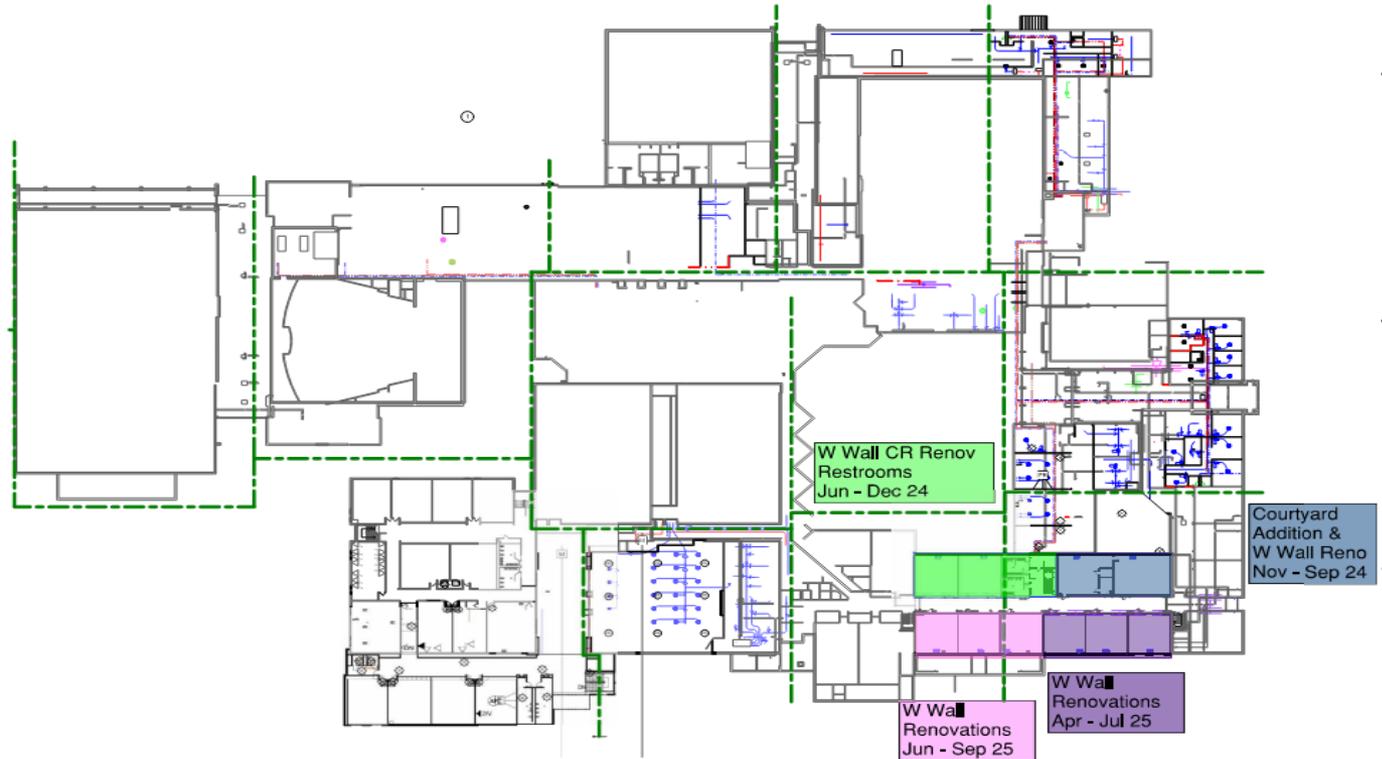
NORTHWESTERN ELEMETARY PHASING PLAN
AUGUST 31, 2023



PHASING PLANS



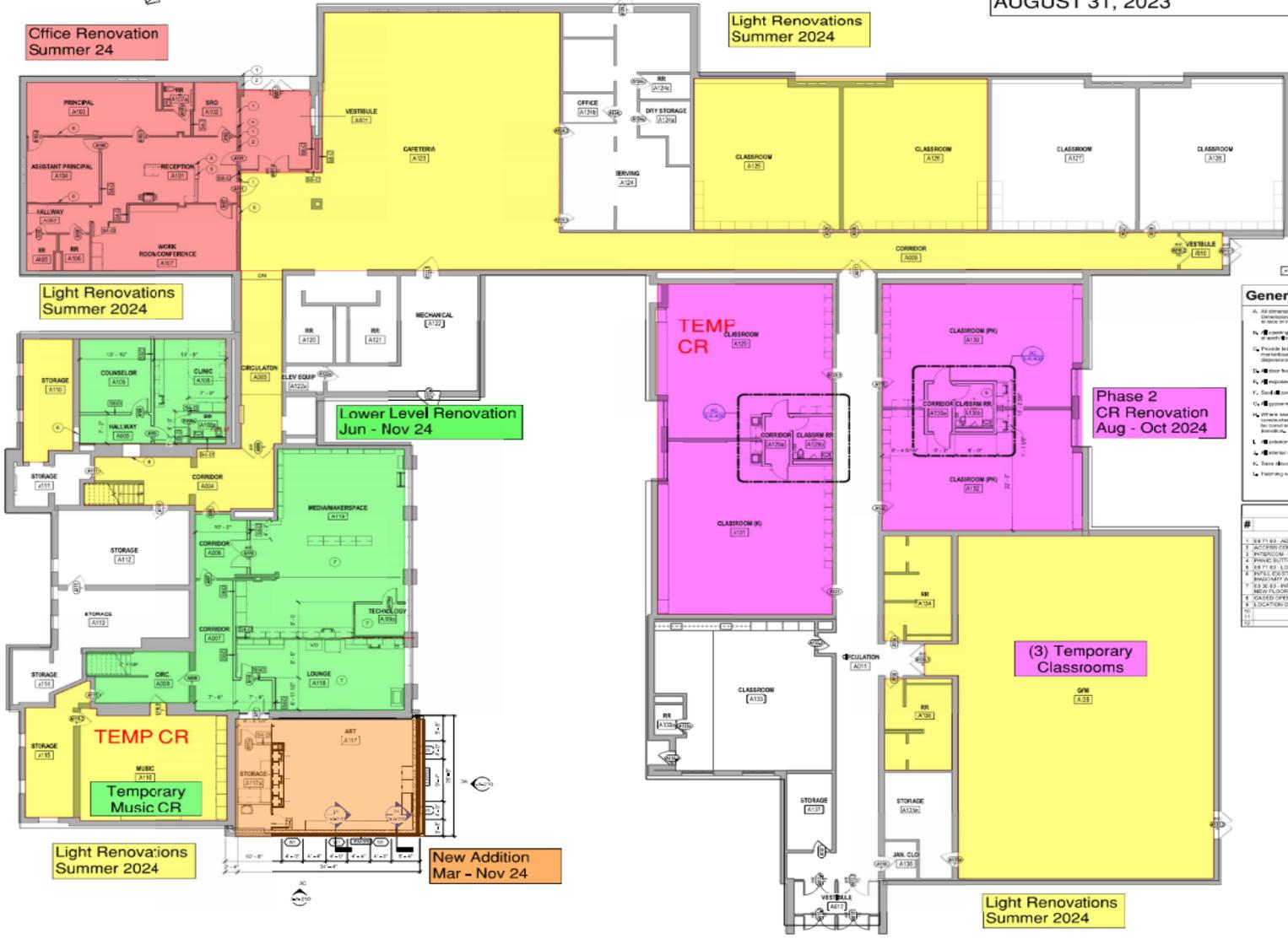
NORTHWESTERN ELEMETARY PHASING PLAN
AUGUST 31, 2023



PHASING PLANS



HOWARD ELEMETARY PHASING PLAN AUGUST 31, 2023



General Plan Notes

1. All dimensions shown are to face of wall or ceiling, unless noted otherwise. Dimensions designated as "TYP" or "AS SHOWN" are to be interpreted from face to face unless otherwise indicated.
2. All openings for mechanical, electrical, fire protection and plumbing shall be located in each wall or partition.
3. Provide bracing and blocking as required in all supporting members, soffits, subfloors, and all exterior accessories. Provide blocking for proper load and bracing conditions in all floor structures.
4. Door frames are finished to face adjacent wall unless noted otherwise.
5. All exposed outside corners of CMU shall be chiseled.
6. Steel angles between concrete masonry.
7. All systems shall be in 30° Type "C" unless noted otherwise.
8. Where new built-up metal decking is shown, integral and non-integral shall be shown as such in the construction. All new construction shall be shown as such in the construction details. Provide full details for all new construction.
9. All interior windows are Type "3000" unless noted otherwise.
10. All interior doors are Type "1000" unless noted otherwise.
11. Base dimension is 0'-0" x 3000' United States Geological Survey data.
12. Nothing within walls shown in plan and sections indicates new construction.

FLOOR PLAN NOTES

#	Note
1	SEE P. 83 - ADA COMPLIANCE - OPERATIONAL ACCESS - OPERATIONAL ACCESS - OPERATIONAL ACCESS
2	ACCESSIBLE ROUTE - ACCESSIBLE ROUTE - ACCESSIBLE ROUTE - ACCESSIBLE ROUTE
3	INTERIOR - SLOPE - SLOPE - SLOPE - SLOPE
4	PAVING SYSTEM - PAVING SYSTEM - PAVING SYSTEM - PAVING SYSTEM
5	SEE P. 83 - LOCAL ACCESSIBLE ROUTE - OPERATIONAL ACCESS - OPERATIONAL ACCESS
6	TYPE 3000 - TYPE 3000 - TYPE 3000 - TYPE 3000
7	SEE P. 83 - WALLS - SEE P. 83 - WALLS - SEE P. 83 - WALLS - SEE P. 83 - WALLS
8	SEE P. 83 - WALLS - SEE P. 83 - WALLS - SEE P. 83 - WALLS - SEE P. 83 - WALLS
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12	SEE P. 83 - WALLS - SEE P. 83 - WALLS - SEE P. 83 - WALLS - SEE P. 83 - WALLS

BID TO AWARD TIMELINE



- Bids Received September 28, 2023
- Pre-Award Meetings October 2-4, 2023
- NSC Board Meeting October 12, 2023
- Notice To Proceed October 16, 2023

All Subcontractor & Products Lists

must be submitted by: October 02, 2023

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.

PRE-AWARD INTERVIEWS



- October 2, 2023

Bid Category No. 1 – General Trades	09:00 AM
Bid Category No. 2 – Masonry	10:00 AM
Bid Category No. 3 – Structural Steel	11:00 AM
Bid Category No. 4 – Roofing	01:00 PM
Bid Category No. 5 –Metal Studs/Drywall	02:00 PM

- October 3, 2023

Bid Category No. 6 – Glass and Glazing	09:00 AM
Bid Category No. 7 – Painting	10:00 AM
Bid Category No. 8 – Flooring	11:00 AM
Bid Category No. 9 – Casework	01:00 PM
Bid Category No. 10 – Playground	02:00 PM

- October 4, 2021

Bid Category No. 11 – Fire Protection	09:00 AM
Bid Category No. 12 – Plumbing	10:00 AM
Bid Category No. 13 – Mechanical	11:00 AM
Bid Category No. 14 – Electrical/Technology	01:00 PM

**Subject to Change

PREBID SIGN IN AND BUILDING TOURS



- All bidders please email bholmes@skillman.com if you are on this virtual Pre-Bid Meeting.

Building Tour:

- Monday, September 18, 2023 at 03:00 PM
- Meet at Northwestern High School Door No. 1 (East Side); **DO NOT** park near Door No. 1 prior to 2:45PM due to school pickup bus traffic.

Email kgujral@skillman.com and dembry@skillman.com to confirm that you will be attending.

A copy of this presentation will be available on the Skillman Planroom website.

BID OPENING



Date: September 28, 2023

Time: 2:00 PM (local Time)

Location: Northwestern High School Library
3431 N. 400 W.
Kokomo, IN 46901

Q & A



Northwestern School Corp Facility

TSC PROJECT NO.: 221031



DATE: September 13, 2023

PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
NORTHWESTERN SCHOOL CORPORATION	Kristen Bilkey	kristen.bilkey@nwsc.k12.in.us	765-457-8101
NORTHWESTERN SCHOOL CORPORATION	Jeff Laydon	jeff.layden@nwsc.k12.in.us	765-457-8101 x1113
THE SKILLMAN CORPORATION	Kevin Gujral	kgujral@skillman.com	317-788-5141
THE SKILLMAN CORPORATION	D'Andre Embry	dembry@skillman.com	(317) 432-0311
THE SKILLMAN CORPORATION	Victor Landfair	vdlandfair@skillman.com	317-788-5108
SCMHIDT ASSOCIATES	Cindy McLoed	CMcLoed@schmidt-arch.com	317.263.6226
SCMHIDT ASSOCIATES	Robin Leising	RLeising@schmidt-arch.com	317.263.6226
BROWN & BROWN GENERAL CONTRACTORS	Todd Marek	todd@bbgc.us	Office 574-862-2171 Fax 574-862-3930 Cell 574-780-8424

Northwestern School Corp Facility

TSC PROJECT NO.: 221031



DATE: September 13, 2023

PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
COMMUNICATION COMPANY	Tim Hoover	thoover@communication-co.com	Office: 574-299-0020, ext. 107 Fax: 574-291-8577
HOCHSTEDLER FLOORCOVERING	Jessica Pearson	hochstedler1@aol.com	P: 765-868-9080 F:765-868-9085
INLINE IMAGE	LaTashia White	latashia@scottestates.net	317-653-7610
THE BLAKLEY CORPORATION	John Blakley	johnblakley@blakleys.com	317.576.8314 direct 317.417.2719 mobile