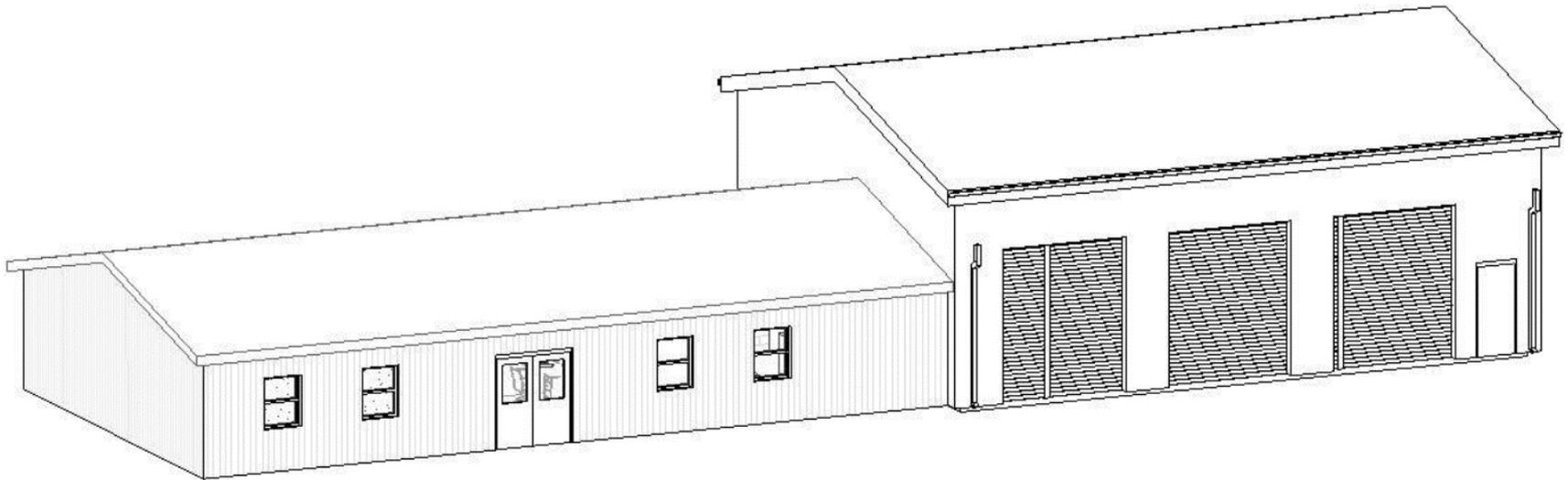




NORTHWESTERN SCHOOL
CORPORATION – MAINTENANCE
BUILDING
PRE-BID MEETING

November 15, 2023

PRE-BID MEETING



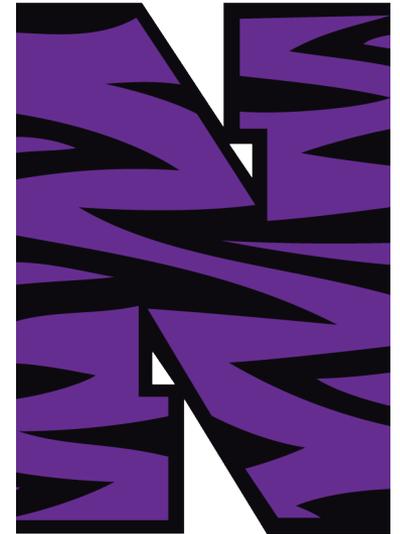
Northwestern School Corporation – Maintenance Building
3431 County Rd N 400 W, Kokomo, IN 46901

OWNER



Northwestern School Corporation

- **Kristen Bilkey, Superintendent**
- **Jeff Layden, Director of Operations**
- **Matt Gray, Assistant 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

- Dave Spegal
- 317-741-4377
- dspegal@skillman.com

ADMIN. ASSISTANT

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

SCOPE OF WORK



- Interior demolition and renovation of existing one-story building
- New construction of 3-Bay Pole Barn and partial mezzanine
- New mechanical, plumbing, electrical and technology systems
- New interior finishes
- Site work
- \$1M Budget

MULTIPLE CONTRACT SUMMARY



**Review Section 01 12 00 – Multiple Contract Summary.
Review all Specification Sections that are in your Scope
of Work.**

BID CATEGORIES



BID CATEGORY NO. 15

Maintenance Building

SITE LOGISTICS PLAN



Northwestern School Corporation
Maintenance Building
Site Logistics Plan
11/15/23

- Construction Fence
- Construction Entrance
- Construction Haul Road
- Construction Parking



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



- Material Lead Times
- Limited Site Area for Materials Laydown
- Maintain Access to Adjacent Student Parking Lots
- Maintain Access to Tennis Courts
- Maintain Existing Utilities
- Maintain Bus and Vehicle Traffic Flow
- Temporary Haul Road(s) and Construction Parking shall be constructed within the site boundaries; remove and restore all disturbed areas that are identified to remain.

ALLOWANCES



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

Bid Category No. 15 Maintenance Building \$35,000

The allowance value **MUST** be included within your Base Bid

INSTRUCTIONS TO BIDDERS



Review Section 00 10 00 for Instructions to Bidders.

- ADDENDUM NO. 1 WILL BE ISSUED 11/17/23 AND WILL INCLUDE THE PRERENOVATION ASBESTOS REPORT FOR THE EXISTING ONE-STORY BUILDING, UPDATED GUIDELINE SCHEDULE AND SITE LOGISTICS PLAN BOTH DATED 11/15/23.

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: **November 22, 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: *January 2024*

Anticipated Construction

Completion Date: *August 31, 2024*

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																												



BID TO AWARD TIMELINE



- Bids Received December 07, 2023
- Pre-Award Meeting December 11, 2023
- NSC Board Meeting December 14, 2023
- Notice To Proceed December 15, 2023

All Subcontractor & Products Lists
must be submitted by:

December 11, 2023

BID FORM



Review and fully complete the Bid Form 00 31 00

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



- December 11, 2023 @ 10:00 AM
Bid Category No. 15 – Maintenance Building

**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.

Existing Building Tour:

Please email dembry@skillman.com if you would like access to walk through the existing one-story building.

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

BID OPENING



Date: December 07, 2023

Time: 2:00 PM (Eastern Time)

Location: Microsoft Teams

[Click here to join the meeting](#)

Meeting ID: 222 614 576 296

Passcode: uRoTdz

[Download Teams](#) | [Join on the web](#)

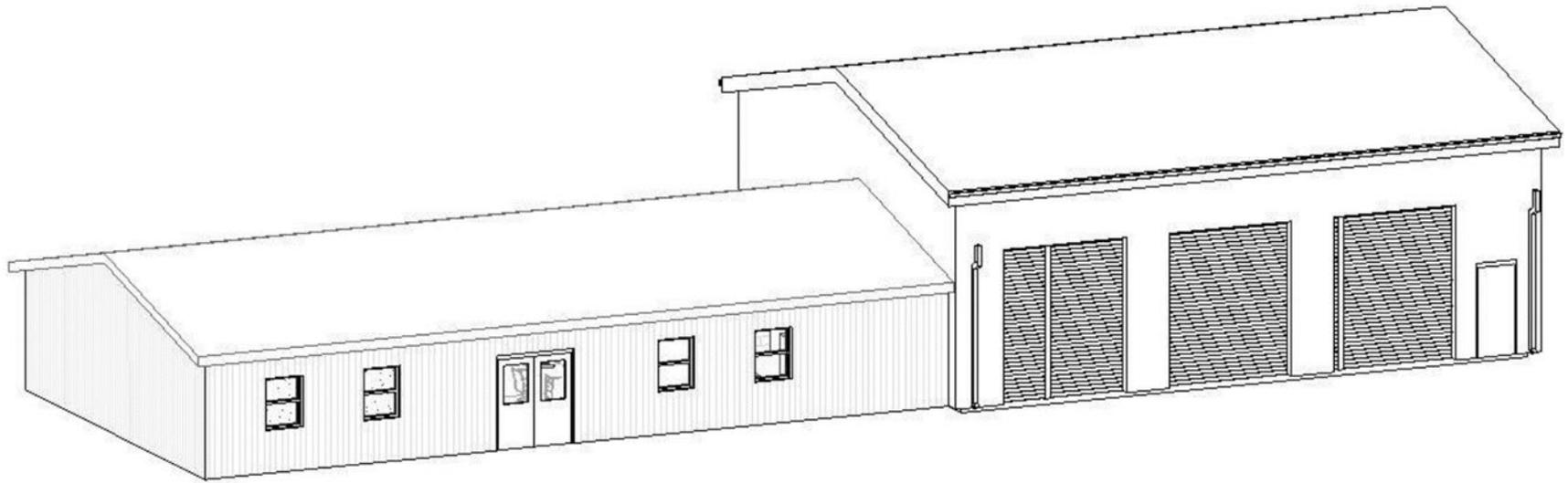
Or call in (audio only)

[+1 317-762-3960,,466126738#](#) United States,
Indianapolis

Phone Conference ID: 466 126 738#

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

Q & A



Northwestern School Corporation-
Maintenance Building



DATE: November 15, 2023

TSC PROJECT NO.: 221031.1

PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
NORTHWESTERN SCHOOL CORPORATION	Matt Gray	matt.gray@nwsc.k12.in.us	
THE SKILLMAN CORPORATION	Kevin Gujral	kgujral@skillman.com	
THE SKILLMAN CORPORATION	D'Andre Embry	dembry@skillman.com	
THE SKILLMAN CORPORATION	Randy Whipple	rwhipple@skillman.com	
THE SKILLMAN CORPORATION	Brandi Holmes	bholmes@skillman.com	
PERFORMANCE SERVICES	Jim Stacey	jstacey@PerformanceServices.com	
HEARN CONSTRUCTION, INC.	Michael Duncan	mduncan@hearnconstructioninc.com	
C-CAT, INC.	Shawn Annandale	sannandale@c-cat.com	

Northwestern School Corporation-
Maintenance Building



DATE: November 15, 2023

TSC PROJECT NO.: 221031.1

PRE-BID MEETING SIGN-IN SHEET

COMPANY REPRESENTED	ATTENDEE NAME	EMAIL ADDRESS	PHONE NUMBER
HUSTON ELECTRIC	Jason Helton	jhelton@hustonelectric.com	
BROWN & BROWN GENERAL CONTRACTORS, INC.	Todd Marek	todd@bbgc.us	