



**Jeffersonville High School  
Aquatic Center – New Facility  
PRE-BID MEETING**

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**December 14, 2023**

# PRE-BID MEETING



Jeffersonville High School Aquatic Center – New Facility  
2315 Allison Ln, Jeffersonville, IN 47130



## Greater Clark County Schools

- **Mark Laughner, Superintendent**
- **Laura Hubinger, Chief Financial Officer**
- **Nate Koets, Dir of Facilities & Project Management**
- **Pamela Hall, Principal**
- **Larry Owens, Athletic Director**



# ARCHITECT



## FANNING/HOWEY ASSOCIATES

- **Jennette Moline, Project Architect**  
**800-452-3573 ext. 10306**  
[jmoline@fhai.com](mailto:jmoline@fhai.com)



# THE SKILLMAN TEAM



## ACCOUNT EXECUTIVE

- Tim Funston
- [tfunston@skillman.com](mailto:tfunston@skillman.com)
- 219-789-8034

## PROJECT MANAGER

- Aaron Williams/Tim Brown
- [tdbrown@skillman.com](mailto:tdbrown@skillman.com)
- 317-694-5434

## PROJECT ENGINEER

- Jake Sandberg
- [jsandberg@skillman.com](mailto:jsandberg@skillman.com)
- 317-315-3570

## SITE MANAGER

- Lance Ashley
- [lashley@skillman.com](mailto:lashley@skillman.com)
- 317-417-5067

## ADMIN. ASSISTANT

- Lindsey Kraick
- [lkraick@skillman.com](mailto:lkraick@skillman.com)
- 317-617-0402

# SCOPE OF WORK

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- **New Aquatic Center with Locker Rooms**
- **73,000 SF**
  - **Sitework and Exterior Improvements**
  - **Precast Panels and Steel Framing**
  - **Metal stud framing, masonry, aluminum storefront and windows, interior finishes, hydraulic elevators, mechanical, electrical, and plumbing**
- **Mobilization: 6/03/2024**
- **Substantial Completion: 6/23/2026**





# MULTIPLE CONTRACT SUMMARY



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

- **Reference Project Specific Clarifications included in each category.**

# BID CATEGORIES



<b>BID CATEGORY NO. 1</b>	Earthwork & Site Utilities
<b>BID CATEGORY NO. 2</b>	General Trades
<b>BID CATEGORY NO. 3</b>	PreCast
<b>BID CATEGORY NO. 4</b>	Masonry
<b>BID CATEGORY NO. 5</b>	Structural Steel
<b>BID CATEGORY NO. 6</b>	Aluminum Entrances & Storefront
<b>BID CATEGORY NO. 7</b>	Metal Framing, Drywall & Acoustics
<b>BID CATEGORY NO. 8</b>	Flooring
<b>BID CATEGORY NO. 9</b>	Painting & Wallcoverings
<b>BID CATEGORY NO. 10</b>	Pool
<b>BID CATEGORY NO. 11</b>	Fire Protection
<b>BID CATEGORY NO. 12</b>	Plumbing
<b>BID CATEGORY NO. 13</b>	Electrical



# SPECIAL REQUIREMENTS



- Tax Exempt Project
- Only Pre-Qualified bidders may submit a bid. Pre-Qualification ends on January 18, 2024.
- Dual-Obligee Performance & Payment Bonds are required.

All Contractors and their Sub-contractors must be enrolled in SafeVendor. Please visit: [www.safevisitorsolutions.com/safevendor-app-agreement](http://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**

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# ANTICIPATED CHALLENGES

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- **Limited Laydown**
- **Limited Access around Building**
- **Delivery Coordination**
- **Pre-Cast Foundations/Erection**



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

- **Alternate No. 1 – Provide additional parking lot area as indicated on Site/Civil drawings.**
- **Alternate No. 2 – Provide Rooftop Equipment Screens as indicated on Drawing Sheet A2.01 and described in Section 10 82 13.**

# INSTRUCTIONS TO BIDDERS



**Review Section 00 10 00 for Instructions to Bidders.**

- **Last day for questions to be answered by Addenda: Jan 9, 2024.**
- **Final Addenda will be issued no later than Jan 11, 2024.**
- **Site Investigation Visits can be scheduled upon request.**

# 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: **Andrew Huehls & Tim Brown**  
[ahuehls@skillman.com](mailto:ahuehls@skillman.com)  
[tdbrown@skillman.com](mailto:tdbrown@skillman.com)

All RFIs must be received before: **1/9/2024**

# 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:

**Andrew Huehls & Tim Brown**

[ahuehls@skillman.com](mailto:ahuehls@skillman.com) & [tdbrown@skillman.com](mailto:tdbrown@skillman.com)

# CONSTRUCTION TIMELINE



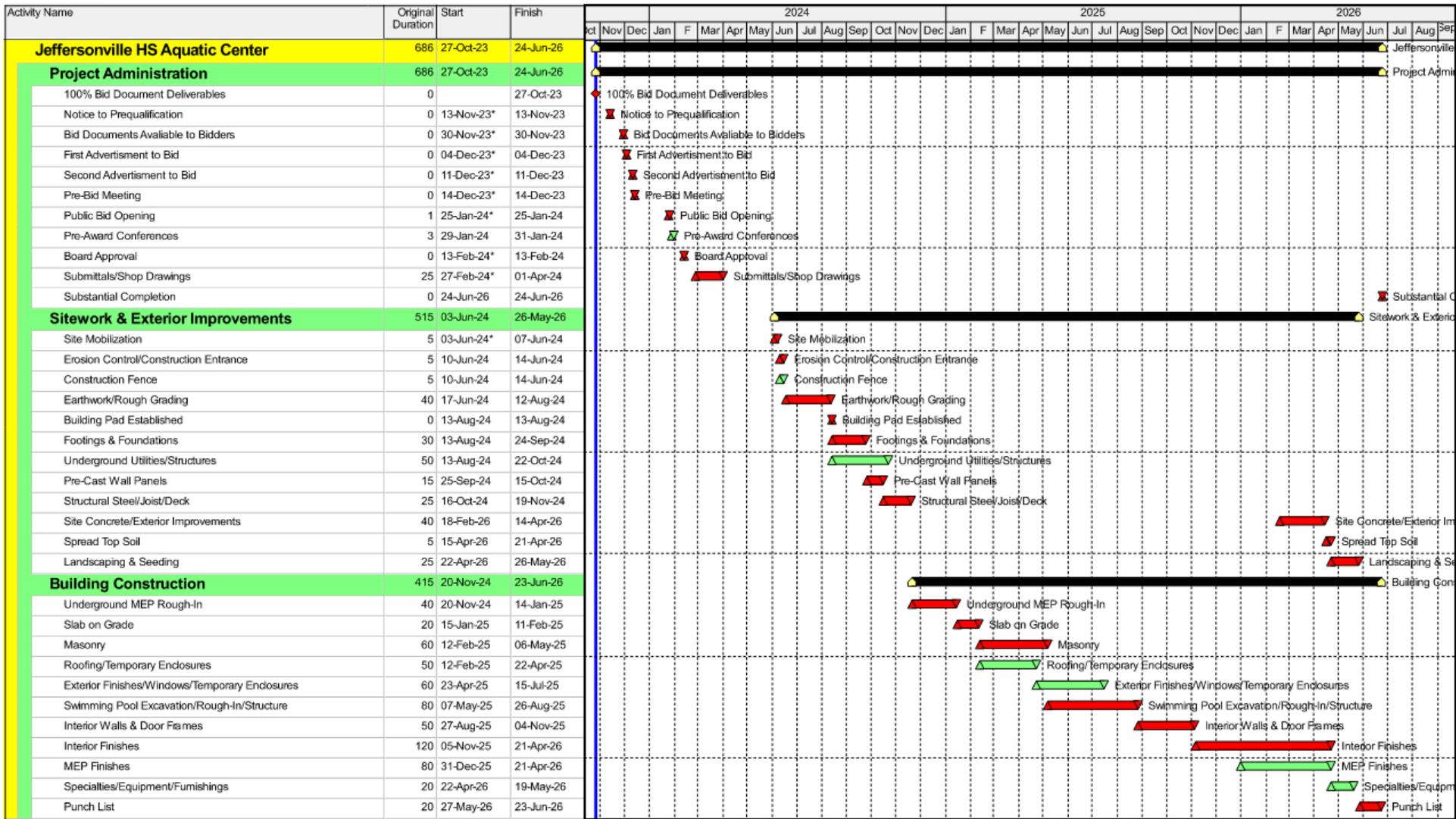
**Review Section 01 32 00 – Schedules & Reports.**

**Anticipated Construction Start Date: June 3, 2024**

**Anticipated Construction**

**Completion Date: June 2026**

# GUIDELINE SCHEDULE



Actual Work  
 Remaining Work  
 Critical Remaining Work  
 Milestone  
 Summary

222740 Jeffersonville HS Aquatic Center  
Guideline Schedule 27-Oct-23



# BID TO AWARD TIMELINE



- January 25, 2024 – Bid Opening 2:00 pm local time
- January 29, 2024 – Pre-Award Meetings
- February 13, 2024 – School Board Approval
- February 14, 2024 – Notice to Proceed

**All Subcontractor & Products Lists**

**must be submitted by: **January 29, 2024****

# 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 <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> ?		
Include XBE Information		
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> ?		
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 requirements set in IC 4-13-18-5 or IC 4-13-18-6?		
Have Subcontractors and Products List to the Construction Manager within <b>48</b> Hours of the Bid for Apparent Low Bidders.		
<b>BIDS SHALL BE SUBMITTED ELECTRONICALLY THROUGH EBID. SEE SECTION 01 10 00 – INSTRUCTIONS TO BIDDERS FOR UPLOAD INSTRUCTIONS.</b>		

**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)

**Bidding Contractors are required to pay for printed Documents. The electronic files are available at no cost.**

# eBID SUBMISSION



**GO TO SKILLMANPLANROOM.COM - DO NOT WAIT UNTIL 2:00 PM EASTERN TIME TO SUBMIT YOUR BID; WHEN THE COUNTDOWN CLOCK EXPIRES, EVEN IF YOU ARE IN THE MIDDLE OF THE BID SUBMISSION PROCESS, YOUR BID WILL NOT BE ACCEPTED BY THE eBID SYSTEM.**

The screenshot shows a web browser window with the URL [skillmanplanroom.com/View/Login.aspx](http://skillmanplanroom.com/View/Login.aspx). The page features a green header with the text "ONLINE PLAN ROOM" and "BUILDING SUCCESS STORIES" alongside a Skillman hard hat logo and the Eastern Kentucky University logo. Below the header is a navigation bar with links for "Public Projects", "Private Projects", "Additions Watch", "My Downloads", and "My Account". A search bar and a shopping cart icon are also present. The main content area is divided into two sections: "Sign In" and "New User?". The "Sign In" section contains a "User Name" field with the text "lgj@skillman.com", a "Password" field with masked characters, a "Remember Me" checkbox, and a "Sign In" button. Below the "Sign In" section is a link for "Reset Password or Recover User Name". The "New User?" section contains a "Register Here" button.

1. SIGN IN
2. Click JEFFERSONVILLE HIGH SCHOOL AQUATIC CENTER - NEW FACILITY
3. Click SUBMIT BID and FOLLOW INSTRUCTIONS

# eBID SUBMISSION



The screenshot shows a web browser window with the Skillman Plan Room interface. The page title is "Jeffersonville High School Aquatic Center - New Facility #222740". The main content area includes a "Submit Bid" button, which is highlighted with a red arrow. Below the button, there is a "View Log" button and a "Submit Bid" button. The page also displays project details such as "Company Contact" (The Skillman Corporation (24) Kevin Cugnal), "Location" (North Liberty, IN), "Pre-Bid Information" (10/25/2023 02:00 PM ET), and "Bid Information" (11/15/2023 02:00 PM ET). There are also buttons for "Advertisement" and "Table of Contents".

- SAVE YOUR BID FORM AND **ALL REQUIRED ATTACHMENTS** IN PDF FORMAT (**ONE FILE PER BC**)
- NAME YOUR PDF BID FILE AS: JHS Aquatic Center\_Bidders Name\_BC No. (02 or 11)
- UPLOAD PDF BID FILE TO THE \*BID DOCUMENT AREA (Drag & Drop or Click Browse To Select File)
- CLICK SUBMIT BID

## FOR COMBINATION BID CATEGORY SUBMISSIONS (eg. BC NOS. 12 AND 13):

- UPLOAD PDF BID FILE NAMED JHS Aquatic Center\_Bidder's Name\_Bid Category No. 12
- UPLOAD PDF BID FILE NAMED JHS Aquatic Center\_Bidder's Name\_Bid Category No. 13
- UPLOAD PDF BID FILE NAMED JHS Aquatic Center\_Bidder's Name\_Bid Category No. 12\_13
- CLICK SUBMIT BID

# COMBINATION BIDS



- **Review Section 00 10 00 for Instructions to Bidders**
  - Paragraph 1.19 Combined Bids

**Example: Submitting Combined Bid for BC 12 & 13**

- Create PDF Bid File for BC 12 Plumbing
- Create PDF Bid File for BC 13 Electrical
- Create PDF Bid File for Combo BC 12 & 13  
Plumbing\_Mechanical

**UPLOAD THREE FILES TO THE \*BID DOCUMENT SECTION  
IN eBID and CLICK SUBMIT BID.**

# BID OPENING



**Date: January 25, 2024**

**Time: 2:00 PM Eastern**

**Location: eBid Electronic Bid Submission**

# PRE-AWARD INTERVIEWS



- BC 01 Earthwork & Site Utilities – 1/29/24
- BC 02 General Trades – 1/29/24
- BC 03 Pre Cast – 1/29/24
- BC 04 Masonry – 1/29/24
- BC 05 Structural Steel – 1/30/24
- BC 06 Aluminum Entrances & Storefront – 1/30/24
- BC 07 Metal Framing, Drywall & Acoustics – 1/30/24
- BC 08 Flooring – 1/30/24
- BC 09 Painting & Wallcoverings – 1/31/24
- BC 10 Pool – 1/31/24
- BC 11 Fire Protection – 1/31/24
- BC 12 Plumbing – 2/1/24
- BC 13 Electrical – 2/1/24
- Pre-Award Schedule will be issued in Final Addenda.

# Q & A

