

**ISU Form PBA-20A/E**

**Pre-Bid Site Visit Agenda / Information**

DATE: June 4, 2024  
TIME: 10:30am  
LOCATION: Chestnut Building

**Introduce Project:** Early Childhood Education Center, Bid Number B0028379

**Architect:** arcDESIGN, PC

Main Contact: Greg Miller Phone 317-559-1044 Cell 317-445-4373 E-mail [gmillier@arcdesign.us](mailto:gmillier@arcdesign.us)

Alt Contacts: Abby Bulmahn Phone 317-951-9192 E-mail [abulmahn@arcdesign.us](mailto:abulmahn@arcdesign.us)

Mike Engledow Phone 317-951-9192 Email [mengledow@arcdesign.us](mailto:mengledow@arcdesign.us)

Other A/E Contacts:

MEPT Engineer: R.E. Dimond and Associates, Inc. 317-634-4672

Structural Engineer: Lynch, Harrison & Brumleve, Inc. 317-423-1550 E-mail [sclore@lhb-eng.com](mailto:sclore@lhb-eng.com)

Landscape Architect: Mader Design, LLC 317-889-1775 E-mail [jeff@maderdesignllc.com](mailto:jeff@maderdesignllc.com)

**Introduce Owner's Team:**

Bryan Duncan, Dir Capital Planning & Improvements 812-237-8195 e-mail [bryan.duncan@indstate.edu](mailto:bryan.duncan@indstate.edu)

Scott Tillman, ISU Architect/Construction Manager 812-237-8198 e-mail [scott.tillman@indstate.edu](mailto:scott.tillman@indstate.edu)

Mark Pupilli, Mechanical/Electrical Rep: 812-237-8185 e-mail [mark.pupilli@indstate.edu](mailto:mark.pupilli@indstate.edu)

Pat Teeters, Contract Administrator: 812-230-6141(cell) e-mail [patrick.teeters@indstate.edu](mailto:patrick.teeters@indstate.edu)

Holly Curtsinger, Director ECEC: 812-237-2547 e-mail [Holly.Curtsinger@indstate.edu](mailto:Holly.Curtsinger@indstate.edu)

**Bidding Documents:**

Bidding Documents are available for download on-line from the ISU Plan Room at <http://www.indstateplanroom.com/> for \$5.00 which covers all downloads for that particular Project. Note: Bidders must register for a free account the first time they access the website.

The Bid Documents may be ordered on CD (at a cost of \$7.50 per CD) or on paper copy (at applicable printing costs) from:

Rapid Reproductions, Inc. 812-238-1681  
129 South 11<sup>th</sup> Street  
Terre Haute, IN 47807

**Forms for Bidding:**

Refer to Section 00 10 10 Instructions to Bidders Part 3 for the forms required for Bidding and when they are due.

**Submit Bids and other information to:**

Office of the Purchasing Department  
Facilities Management and Purchasing Building  
951 Sycamore Street  
Terre Haute, Indiana 47809

Bid Date: **June 25, 2024** Time Due into ISU Purchasing: **2:00pm**

There will be no in person Public Bid Opening. The Bids will be opened at 2:15pm on the due date and read aloud via Teams conference call. For conference call access call 812-228-8187 and enter

conference ID 949 113 844 followed by #.

**Davis-Bacon and Related Acts (DBRA)**

Federal Funds are used on this Project and any Project in excess of \$2,000.00 is required to comply with the Davis Bacon Act and associated wage scale for the applicable State and County. It is the Bidders responsibility to determine the appropriate wage to be paid to their employees. See Section 00 10 10 Instructions to Bidders 1.09 for more information.

**Copeland Act as it relates to DBRA**

Each contractor or subcontractor must provide a copy of its weekly payroll for all laborers and mechanics engaged on work covered during the preceding weekly payroll period, accompanied by a statement of compliance certifying the accuracy of the weekly payroll information. See Section 00 10 10 Instructions to Bidders 1.09 for more information.

**Type of Bid:** Single Prime

**Award Date:** Within seven (7) days or less

**Base Bid:** Renovation of the existing Chestnut Building and surrounding site for the Bayh College of Education Early Childhood Education Center

**Alternates:** There are eleven (11) Alternates requested, refer to Section 01 10 00 Summary of Work Part 1.04 Scope of Work - Alternates for full details.

**Allowances:** There are three (3) Allowance to the Base Bid Requested. See Section 01 23 60 item 3.03 for full details

**Subcontractor Supplier/Manufacturer list:** Appendix A, submit with Bid

**Comprehensive Subcontractor Supplier/Manufacturer list:**

Appendix B submit via e-mail by 4:30pm on the day of Bidding to:

Greg Miller [gmliller@arcdesign.us](mailto:gmliller@arcdesign.us)

Abby Bulmahn [abulmahn@arcdesign.us](mailto:abulmahn@arcdesign.us)

Dale Warner [dale.warner@rediamond.com](mailto:dale.warner@rediamond.com)

Pat Teeters [patrick.teeters@indstate.edu](mailto:patrick.teeters@indstate.edu)

**Unit Prices:** Appendix C, No Unit Prices Requested

**Construction Dates:**

The Contractor shall begin Work within seven (7) days after Award preparing submittals and procuring material. Actual Work shall begin on or about July 22, 2024, with all Work substantially completed by July 28, 2025. Final closeout shall be within sixty (60) calendar days thereafter. A warranty walk-thru may be held eleven (11) months from the date of substantial completion.

**Tax Exempt (non profit)**

Indiana State University is a Tax Exempt Institution and Indiana Sales Tax for products permanently incorporated in work shall not be included as part of the Bid or on any Application for Payment

**Hours of Construction:**

Normal 7:00am-4:00pm Afterhours maybe arranged with the Owner

**Permits and fees:**

Include with Bid

**Asbestos or other hazardous materials:**

None Anticipated; if suspicious material is encountered, stop work immediately in the area and contact the Owner for clearance or removal.

**General Project Information and Requirements:**

Site protection: See Specifications Section 01 50 10

Material storage: On-site and Off-site The Owner will pay for stored materials with proof of materials stored (photo documentation, bill of lading, etc.) and proof of insurance on the storage facility.

Parking: See Section 00 30 00 1.08 for requirements

Communication: Job Superintendent shall have a cellular phone.

Fire Protection: See Section 00 30 00 1.10 C for requirements

Salvage: The Owner has the right of first salvage. The Owner will supply a list of any items, not slated for reuse, which the Owner wishes to salvage. All items to be salvaged will be delivered to a location on the ISU campus as directed by the Owner.

Coordination With Owner: A minimum of 48 Hours prior notification of any closings, areas to be blocked off or utility shutdowns.

Smoking Policy: See Section 00 30 00 1.07 for Rules

**MBE/WBE/VBE Participation:**

Indiana State University is committed to diversity and non-discrimination in all aspects of its operations. Refer to Section 00 10 30 for full information and links to websites of MBE/WBE/VBE Firms, Each Prime contractor should actively solicit and include certified minority, women and veteran owned subcontractors in bid submissions if economically feasible.

The Minority, Women's and Veteran's Business Enterprise Participation Plan Section 00 10 40 shall be **submitted with the Bid** of all Bidders. This Participation Plan will be considered during the proposal evaluation process. A standalone editable (fill in the blanks) PDF file has been uploaded to the plan room with the Bidding Documents to aid the Bidders in the submission of this required form.

**Mandatory Tier II Reporting (New dollar threshold)**

Mandatory Tier II Reporting Requirement for Projects equal to or greater than **\$150,000.00**.

MBE/WBE/VBE utilization in the performance of this Contract must be reported with each Application for Payment using the ISU Business Diversity Spend Reporting Form for Construction/Renovation/Facilities Repair Projects

Compliance with Owner's Mandatory Tier II Reporting Requirement is a condition for the approval of an Applications for Payment.

Contact Mike Bonnett in ISU Purchasing Department 812-237-3600 with any questions.

**Additional Site Visits:**

None Scheduled. Bidders may come to the Facilities Management Office at 951 Sycamore Walk, Terre Haute, IN and check out keys for additional visits. It is imperative that the Bidders return the keys promptly when they are complete with their visit so additional Bidders will have access to the keys.

**Owner Comments:**

1. The Contractor shall coordinate with the Owner to disable the existing fire alarm system for Construction. With the fire alarm shutdown, the Contactor shall comply with all requirements of Section 00 30 00 1.11 item C for the duration of the Project.
2. AAA Roofing holds the Warranty for the new Chestnut Building roof. All roofing work must be done by AAA Roofing Co., Inc. 317-635-2928 to not void the Warranty.
3. The following is added to Section 00 30 00 ISU Special Requirements and Information Item 1.07 and is mandated by the State of Indiana and Indiana State University.

1.07 CONTRACTOR PUBLIC STATEMENTS

- A. No person or entity that enters a contract with the University shall be permitted to make any public statement in such contracting party's official capacity as a contractor of the University except where such public statement: a. relates to the business or operation of the University, or to a University sponsored event; or b. has been approved by the Board of Trustees of the University. 620.2.11.1. Certain Public Statements. This Policy 620.2.11 Contractor Public Statements shall not in any way prohibit a contracting party's exercise of any protected expressive activity that is not made in such contracting party's official capacity as a contractor of the University.

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**Consultant Comments:**

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**Contractor questions:**

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e.c. Electronic Project Folder