



Primary Engineering, Inc.
2828 Lake Ave.
Fort Wayne, Indiana 46805
260-424-0444 ph
www.primary-eng.com



Addendum: **1**

Date: **12/20/2024**

Project: **FWCS Fairfield Elementary School Restroom Renovations 2025**

Comm #: **24661**

The following items shall be incorporated into the specifications and drawings and are considered to be integral to the bid documents for the project. Acknowledgement of receipt of this addendum is required on the bid form.

Item #1: General Clarifications.

- A.** Refer to attached meeting agenda and meeting minutes for the pre-bid meeting.



Primary Engineering, Inc

2828 Lake Ave.
Fort Wayne, Indiana 46805

(260) 424-0444 phone
info@primary-eng.com

Pre-Bid Meeting Minutes

Date: 12/18/2024

Project Name: Fairfield Elementary School Restroom Renovations 2025

Project #: 24661

Attachments:

Pre-bid meeting agenda
Pre-bid sign-in sheet

Notes:

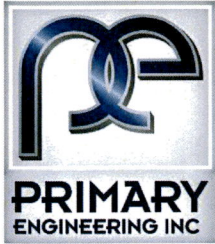
The following notes represent a record of topics discussed during site visits to evaluate scope of services on the project. If any omissions or errors have been made, please notify our office in writing within 5 working days of receipt.

1. Information in the attached Pre-Bid Meeting Agenda was reviewed.
2. Contractors may be allowed access to begin work on the 2nd floor restroom group during Spring Break of 2025. Exact dates and requirements will be clarified via addendum.
3. Scrap Metal Salvaging: Disposal of scrap metal is the responsibility of the contractor.
4. To verify access to Fairfield during bidding for field verification, bidders are to contact Tammy Masters at 260-410-8705. The building will be staffed December 23, 26, 27, and 30, and on January 2, 3, and 6.
5. Dust control partitions and walk-off mats will be required throughout construction to minimize the migration of dust throughout the building.
6. Terrazzo patching and polishing will be done by Owner. The contractor will be required to allow full access to the restrooms after demolition is complete for terrazzo patching and polishing. Contractors are required to use flooring protection throughout construction.

Signed: _____

Andrew Louderback

- Project File
- Chronological File
- Shop Drawing File
- Cc:



Primary Engineering, Inc
 2828 Lake Ave.
 Fort Wayne, Indiana 46805

(260) 424-0444 phone
 info@primary-eng.com

Pre-Bid Meeting Sign-In Sheet

Project: FWCS Fairfield Elementary School Restroom Renovation 2025
 Date: 12/18/2024

Name	Firm	Email Address
Art Jones	GTL	art@gtlcont.com
Angela Nichols	Precision Mechanical	anichols@precisionmechanical.com
Eric Tyler	Schenkel	et Tyler@sci build.com
LARRY ARNETT	A. HATTERSLEY	LARNETT@AHATTERSLEY.COM
Brad Schinnerer	Conti Mech	BSCHinnerer@CONTICORPORATION.COM
ANDREW LOUDERBACK		
JAYDE STEFFEN		
NEILSON JORDAN	PMC	
Zack Willis	Strebis Construction	ZACK@STREBISCONSTRUCTION.COM



WE ARE YOUR SCHOOLS



Fort Wayne Community Schools
Facilities Department

Fairfield Elementary School Restroom Renovation 2025

Pre-Bid Meeting
December 18, 2024



WE ARE YOUR SCHOOLS

Fairfield Elementary School Restroom Renovation 2025



Jayde Steffen

FWCS Coordinator of Capital Projects
Jayde.Steffen@fwcs.k12.in.us

John Hudson

FWCS Coordinator of Design Controls
John.Hudson@fwcs.k12.in.us

Travis Searles

FWCS Coordinator of Capital Projects
Travis.Searles@fwcs.k12.in.us

Andrew Louderback

Mechanical Engineer
Primary Engineering, Inc.
alouderback@primary-eng.com

Jeremy Ogle

Architect
The Moake Park Group, Inc.
jogle@moakepark.com



Fairfield Elementary School Restroom Renovation 2025



- Bids are due on January 14, 2025 at 2:00 pm local time. Deliver to 1519 Catalpa St, Fort Wayne, IN to the Facilities Reception Desk (Sarah) via the West Entry #1.
- Submit all bid forms in duplicate and include all forms filled out, including Form 96, E-Verify, E/M/W Owned Business, Subcontractor/Vendor List, Iran Certification
- The apparent low bidder will be contacted and must submit the following items within 48 hours of the bid opening:
 - A complete list of all sub contractors.
 - A complete list of all material suppliers.



Fairfield Elementary School Restroom Renovation 2025



- 000126 – Background Check Requirement
- 004343 – Responsible Bidder Requirements
 - Contractors must certify that they are in compliance with the federal Fair Labor Standards Act (FLSA) and the [Indiana Minimum Wage Law](#).
- 000131 – FWCS Document Management Procure
- 000127 – Smoking Policy
- 000129 – Dust Control
- 000133 – Liquidated Damages



Fairfield Elementary School Restroom Renovation 2025



Second Floor Substantial Completion Date:	July 25, 2025
Ground Floor Substantial Completion Date:	August 1, 2025
First Floor Substantial Completion Date:	August 1, 2025
Final Completion Date:	August 8, 2025
Construction Start Date:	May 22, 2025
Second Floor Construction Start Date:	March 31, 2025 (Spring Break)



Fairfield Elementary School Restroom Renovation 2025



Estimated cost:	\$458,000 Base Bid (excluding work by Owner)
Bid Bond:	5%
Perf. Bond:	100%
Allowance:	\$10,000 Contingency (included in bid)
Permits:	Include all construction permits in bid
Alternates:	None

FWCS is tax exempt



Fairfield Elementary School Restroom Renovation 2025



Procedure for Visiting the Schools:

- Check in at main office
- Before or after school hours
- Building will be available from 7:00 am – 8:00 am and from 3:30 pm – 5:00 pm Monday – Friday when school is in session. Contact custodian manager for access. After 3:15 pm contractors shall check into the main office by 4:00 pm.
- Do not visit elementary schools during I-LEARN/Achievement Testing



Fairfield Elementary School Restroom Renovation 2025



- Project Management will be done using FWCS's Procore Online system to submit and track all submittals, RFI's, PR's, etc. If you are not familiar with it, there are training classes at FWCS periodically and you will need to use this tool.
- Dust control and housekeeping Spec Section 000129. You must use wet cutting methods, use dust control partitions, protect smoke detectors, seal doors/louvers/diffusers, and do not use FWCS trash cans/dumpsters.
- Disposal of scrap metal is the responsibility of the contractor.



Fairfield Elementary School Restroom Renovation 2025



- Hot work permits are required for any grinding, welding, torching, etc. and must have a fire watch person observing. This is not another person in the room working, but another person observing the hot work and nothing else.
- Construction staging/storage allowed on site as long as it does not obstruct doors/corridors. C.O.I.'s are required for material stored off-site.



Fairfield Elementary School Restroom Renovation 2025



- Asbestos testing reports are available. Abatement will be by Owner.
- Test and Balance: Fluid Dynamics, Inc., Fulton Air Balance, Inc., Synergy Test and Balance, or Mechanical Test and Balance
- Temperature controls by Owner (Automated Logic).
- Terrazzo patch and repair by Owner.



Fairfield Elementary School Restroom Renovation 2025

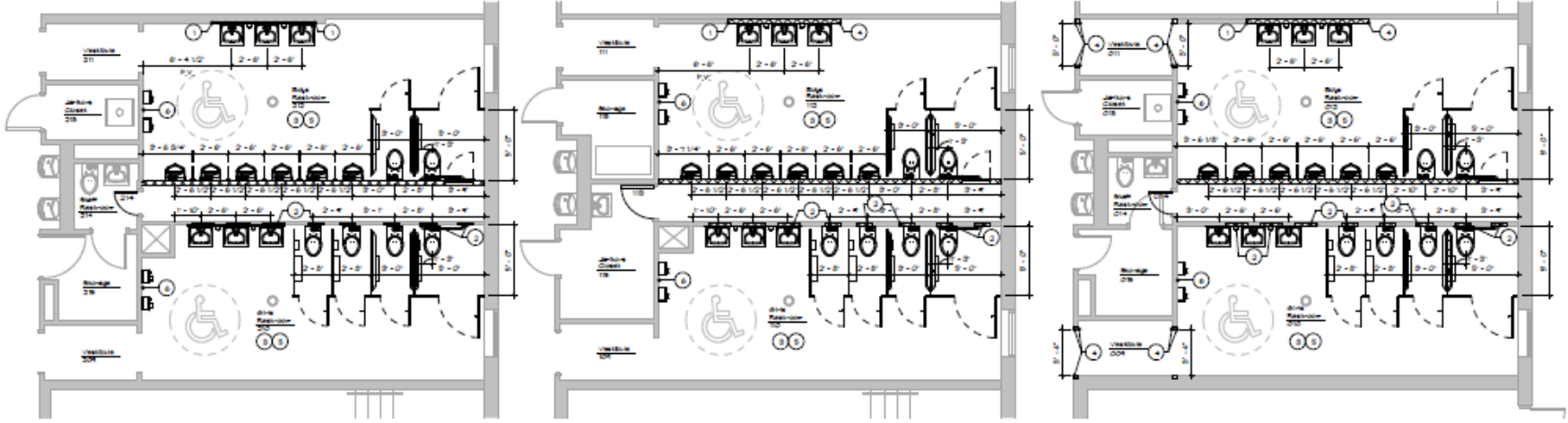


- All requests for clarification or material additions to specs shall be submitted via email to alouderback@primary-eng.com no later than 12:00 Noon on Jan 10, 2025. This is the cut off for questions that can be answered via addendum.
- Addendum #1: Dec 20, 2024
- Addendum #2: Jan 3, 2025
- Addendum #3: Jan 10, 2025
- Bids due: Jan 14, 2025



WE ARE YOUR SCHOOLS

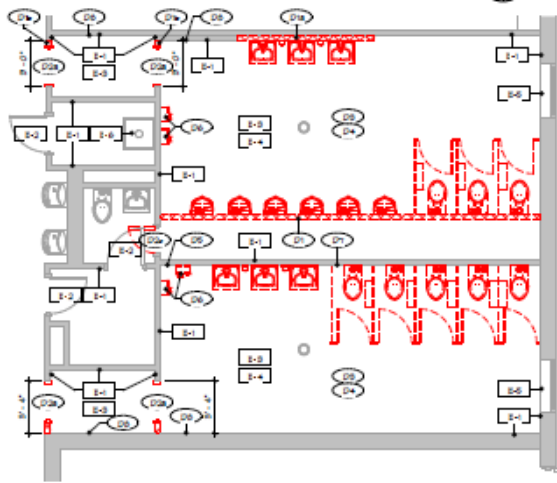
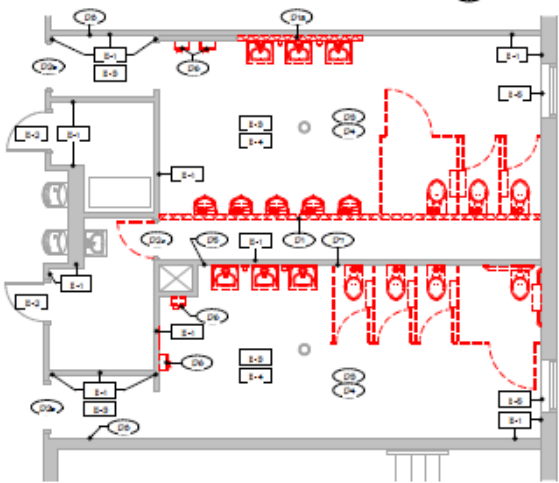
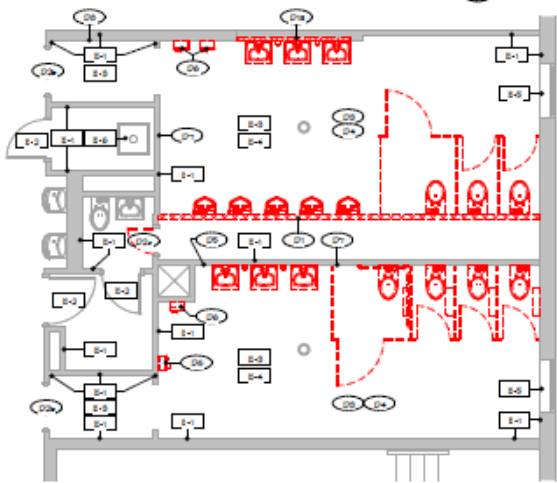
Fairfield Elementary School Restroom Renovation 2025



6 Enlarged Second Floor Plan
1/4" = 1'-0"

5 Enlarged First Floor Plan
1/4" = 1'-0"

4 Enlarged Basement Floor Plan
1/4" = 1'-0"



3 Enlarged Second Floor Demo Plan
1/4" = 1'-0"

2 Enlarged First Floor Demo Plan
1/4" = 1'-0"

1 Enlarged Basement Demo Plan
1/4" = 1'-0"



Fairfield Elementary School Restroom Renovation 2025



thank you