LS3P ARCHITECTURE ▪ INTERIORS ▪ PLANNING

PROJECT MEETING AGENDA

TO	Interested Bidders
FROM	Kameron Quick, AIA
DATE	November 10, 2025
RE	Hampton County High School Phase 2 Athletics Complex
CC	Hampton County School District
ATTENDEES	Interested Bidders
PROJECT	Hampton County High School – Phase 2
PROJECT NO	1201-217190

If there is a discrepancy in the information listed, please contact LS3P within 3 calendar days from receipt.

1) Owner & Architect Introductions (Exhibit A)
    a. Hampton County School District
        i. Dr. Glenda Sheffield, Superintendent
        ii. Kathy Culclasure, Chief Financial Officer
        iii. Jerold Smart, Fiscal Specialist
    b. LS3P
        i. Kameron Quick, AIA
        ii. Nikos Katsibas, AIA

2) Procurement and Contracting Requirements
    a. Advertisement for Bids:
        i. District Website
        ii. South Caroline Business Opportunities
    b. Instructions to Bidders: Per AIA A701
    c. Bidders Qualifications:
        i. Portfolio of a Minimum of Three (3) Projects of Similar Size & Scope
        ii. Three (3) References
        iii. Organizational Chart Identifying Key Individuals
        iv. Appropriate Licenses
        v. Contractor's Qualification Statement – AIA Document A305
    d. Bonding Per Division 00
        i. Performance Bond
        ii. Labor and Material Payment Bond
    e. Insurance: As acceptable to Owner & per A305
    f. Bid Security: 5% of Base Bid
    g. Bid Form:
        i. Base Bid Sum
        ii. Unsuitable Soils Unit Prices
            1. Base Bid and Add Alternates as Stipulated

iii. Add Alternates as Listed and Described in the Documents

h. Bid Submittal Requirements: AIA A701

i. Bid Submittal Checklist
   i. Completed Bid Form
   ii. Bid Security
   iii. AIA A305 & Supplemental Materials

j. Notice of Award: Anticipated in Writing within 60 Days
   i. Board Meeting on 12/16

3) Communication During Bidding Period
   a. Obtaining Documents
      i. District Website
      ii. South Caroline Business Opportunities
   b. Bidder's Request for Information: Included in Division 00
      i. Submit to all parties included in contact list
   c. Bidder's Substitution Request/Prior Approval Request: Included in Division 00
   d. Addenda
      i. Anticipate two addenda: 11/14 and 12/2
      ii. To be issued on district website and distributed via email to interested parties

4) Contracting Requirements
   a. Draft AIA A101 – 2017 with updated language is provided

5) Construction Documents (Exhibit B)
   a. Scope of Work
      i. Base Bid
      ii. Add Alternate 1 – Weight Room Addition
      iii. Add Alternate 2 – Baseball & Softball Accessory Structures
      iv. Add Alternate 3 – Tennis Courts
      v. Add Alternate 4 – Competition Field, Track and Field Events
      vi. Add Alternate 5 – Greenhouse
      vii. Add Alternate 6 – Stadium & Concessions Building
   b. Temporary Facilities: per 015000 – Field Office and Storage and Fabrication Sheds
   c. Use of Site
      i. Construction of New High School – April/May 2026
      ii. Classes start Early August
   d. Work Restrictions: Per Division 01
      i. Work Hours – Normal working hours Monday through Saturday
   e. Alterantes, Allowances, Unit Prices and Substitutions Following Award: Per Division 01

6) Separate Contracts
   a. Work by Owner – None anticipated at this time
   b. Work of other Contacts
      i. Hampton County High School Under Construction – Anticipated Delivery Date: April/May 2026

7) Schedule Overview (Exhibit C)

a. Project Schedule
b. Contract Time: To be determined by scope selected
c. Liquidated Damages: Per AIA A101

8) Site Visit Information
   a. Immediately following this meeting
   b. 1682 Savannah Highway

9) Forthcoming Addendum Items
   a. Earth Stockpile Survey Information
   b. Irrigation Design

10) Questions

Exhibit A:

Project Team Contact Information

Hampton County School District:

Dr. Glenda Sheffield
Superintendent
gsheffield@hcsdsc.org
803-943-4576

Kathy Culclasure
Chief Financial Officer
kculclasure@hcsdsc.org
803-822-9460

Jerold Smart
Fiscal Specialist
jlsmart@hcsdsc.org
803-903-1058

LS3P:

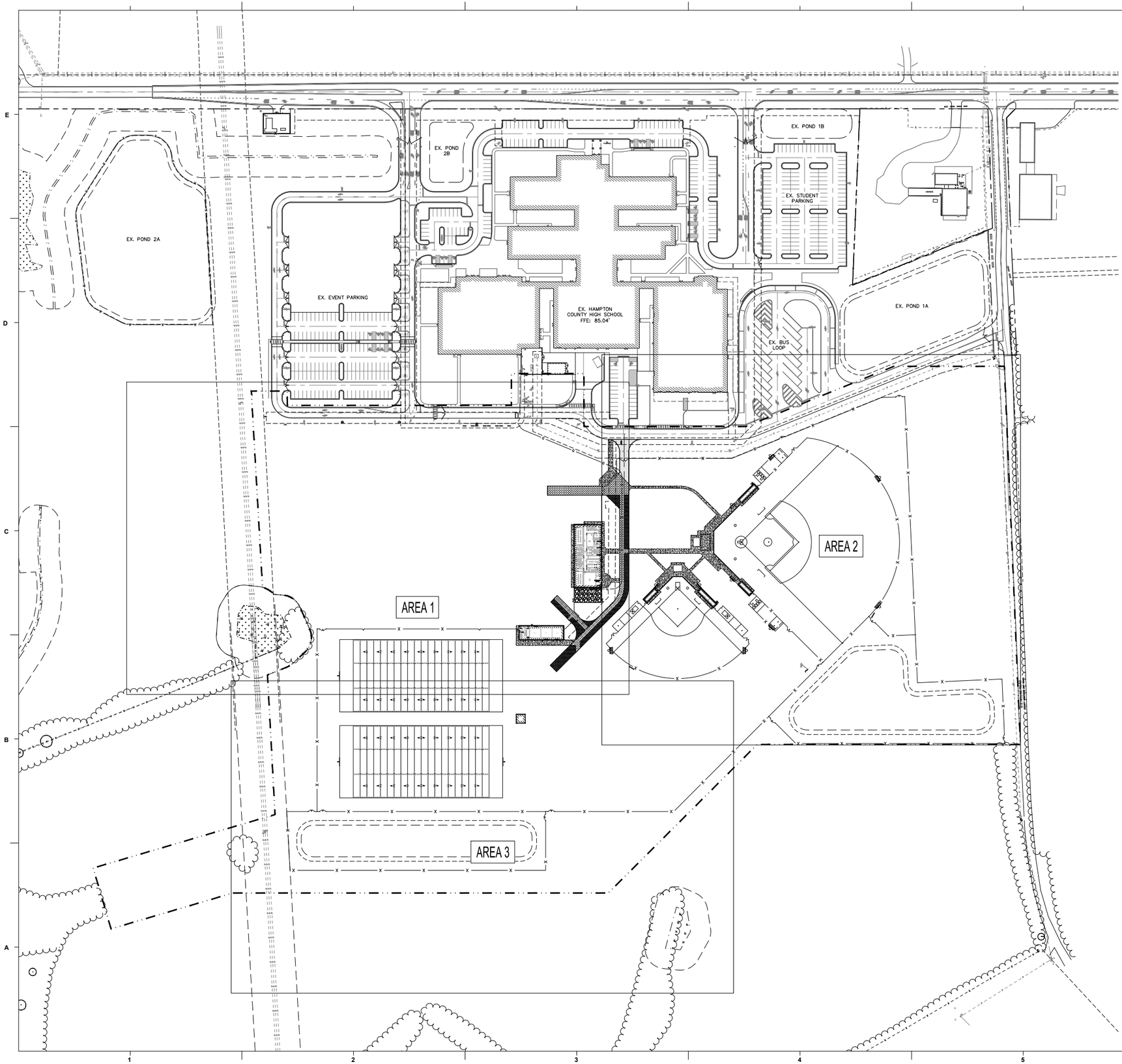
Kameron Quick, AIA
Project Manager
kameronquick@ls3p.com
843-958-5429

Nikos Katsibas, AIA
Project Architect
nicholaskatsibas@ls3p.com
843-958-5443

Bidding Information:

Hampton County School District Website:
https://www.hcsdsc.org/departments/finance/purchasing-and-procurement/bids

South Carolina Business Opportunities
https://scbo.sc.gov/online-edition?c=2-2025-11-07



GENERAL NOTES:

1. SEE SHEET C001 FOR CIVIL NOTES AND ABBREVIATIONS.
2. CONTRACTOR IS RESPONSIBLE FOR ALL WORK SHOWN, UNLESS SPECIFICALLY INDICATED OTHERWISE.
3. CONTRACTOR SHALL VISIT THE SITE PRIOR TO BIDDING TO DETERMINE THE EXTENT OF THE PROJECT.
4. ALL PROJECT STAKEOUT SHALL BE PERFORMED BY A REGISTERED LAND SURVEYOR TO BE PAID FOR BY THE CONTRACTOR. FOR STAKEOUT, DO NOT RELY SOLELY ON THE PHYSICAL SCALE AS SHOWN IN DRAWINGS. REFER TO THE GIVEN DIMENSIONS, SYMBOL LEGEND, KEYNOTES, AND REFERENCED DETAILS FOR CORRECT STAKEOUT.
5. ALL CONTRACTORS/SUBCONTRACTORS/PERSON THAT WILL BE ENGAGED IN LAND DISTURBING ACTIVITIES SHALL COMPLY WITH ALL EROSION CONTROL AND STORMWATER POLLUTION PREVENTION REQUIREMENTS CONTAINED THROUGHOUT THE DRAWINGS, SPECIFICATIONS AND PERMITS.

HORIZONTAL SCALE
80 0 40 80 160 320
(IN FEET)
1 inch = 80 ft.

HAMPTON COUNTY HIGH SCHOOL - PH. 2 - ATHLETICS

ADC ENGINEERING
1226 YEAMANS HALL ROAD
HANAHAN, SC 29410
843-566-0161
ADCENGINEERING.COM

LS3P
205 1/2 KING STREET
CHARLESTON, SOUTH CAROLINA 29401
TEL. 843.577.4444 FAX 843.722.4789
WWW.LS3P.COM

SOUTH CAROLINA ADC ENGINEERING INC. No. 00253 CERTIFICATE OF AUTHORIZATION

REGISTERED PROFESSIONAL ENGINEER No. 35165 10/31/25 ERIC WALKER HARDWICK

MEMBERS OF THE AMERICAN INSTITUTE OF ARCHITECTS

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REVISIONS:

No.	Description	Date

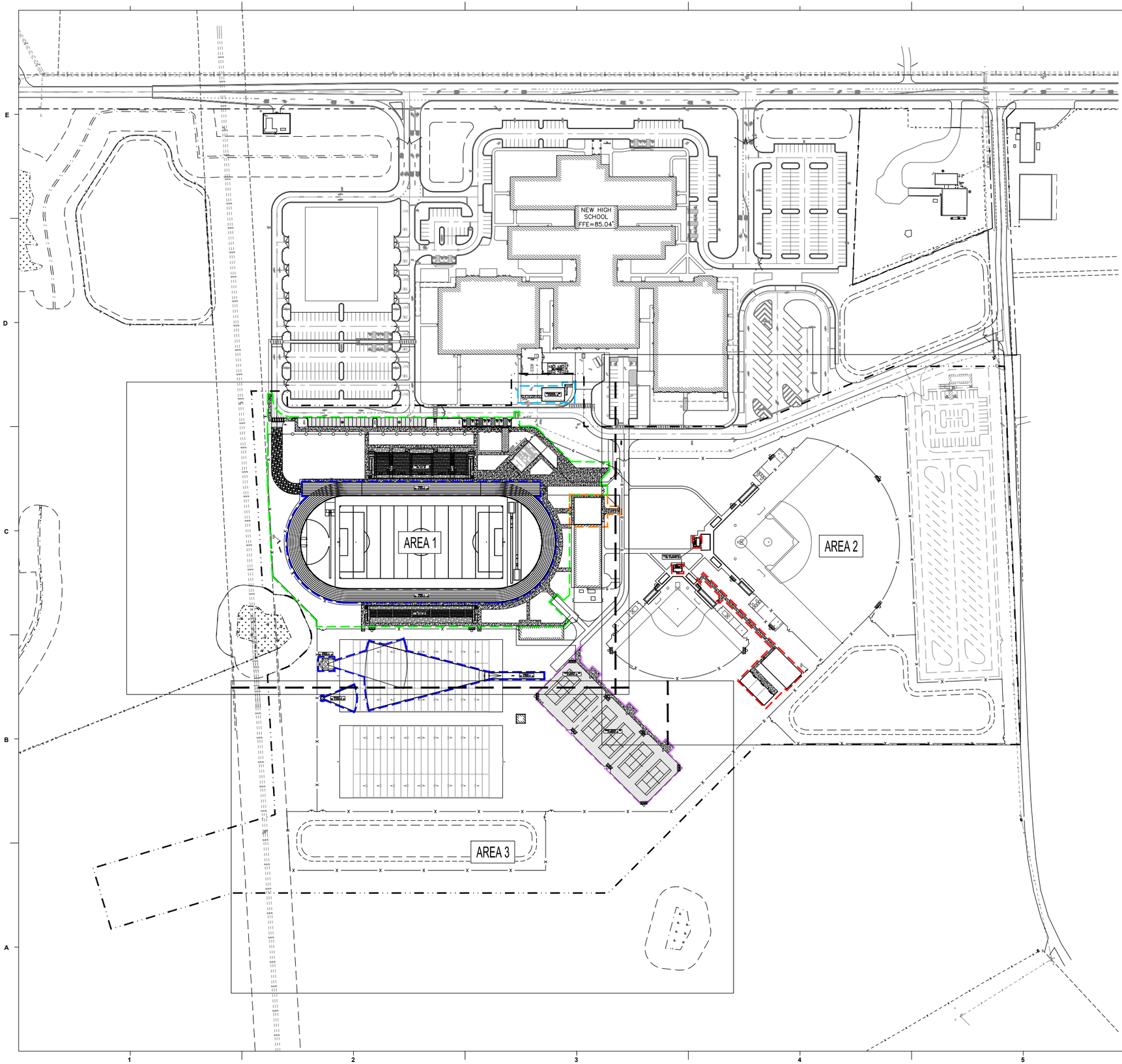
ADC PROJECT: 22507.10
LS3P PROJECT: 1201-217190
DATE: OCTOBER 31, 2025

BASE BID SITE PLAN - OVERALL

C200

CONSTRUCTION DOCUMENTS

Autodesk Docs://1201-217190 Hampton County HS/EXISTING_Hampton County HS_v2022.rvt
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LEGEND – BID ALTERNATES

- BID ALTERNATE #1 – CONTRACTOR SHALL INSTALL WEIGHT ROOM ADDITION TO THE FIELD HOUSE IAW ARCHITECTURAL PLANS.
- BID ALTERNATE 2 – CONTRACTOR SHALL INSTALL BATTING CAGES, STORAGE SHED, AND ASSOCIATED SIDEWALKS, INSTALL BASEBALL AND SOFTBALL PRESS BOX BUILDINGS.
- BID ALTERNATE 3 – CONTRACTOR SHALL INSTALL TENNIS COURTS AND ASSOCIATED SIDEWALKS.
- BID ALTERNATE 4 – CONTRACTOR SHALL INSTALL TRACK AROUND THE COMPETITION FOOTBALL FIELD, INSTALL THE FOOTBALL FIELD TO FINAL GRADES AND INSTALL DRAINAGE WITHIN TRACK, INSTALL TRACK & FIELD EVENTS.
- BID ALTERNATE 5 – CONTRACTOR SHALL INSTALL GREEN HOUSE IAW ARCHITECTURAL PLANS. INSTALL NEW ADA ACCESSIBLE WALKWAYS TO PROPOSED DOORS.
- BID ALTERNATE 6 – CONTRACTOR SHALL INSTALL FOOTBALL STADIUM BLEACHERS AND SIDEWALKS AROUND THE TRACK, CONCESSION STAND AND RESTROOMS BUILDING IAW ARCHITECTURAL PLANS, ASSOCIATED PARKING, SIDEWALKS, AND PERIMETER FENCE.

HORIZONTAL SCALE
80 0 40 80 160 320
(IN FEET)
1 inch = 60 ft.

HAMPTON COUNTY HIGH SCHOOL - PH. 2 - ATHLETICS

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REVISIONS:

No.	Description	Date

ADC PROJECT: 22507.10
LS3P PROJECT: 1201-217190
DATE: OCTOBER 31, 2025

BID ALTERNATE SITE PLAN - OVERALL

C220

CONSTRUCTION DOCUMENTS

Autodesk Docs://1201-217190 Hampton County HS/EXISTING_Hampton County HS_v2022.rvt
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Exhibit C:

Hampton County High School Phase 2
Project Bidding Schedule

- November 10, 2025 – Prebid Meeting & Site Visit
- November 14, 2025 – Addendum #1 (Anticipated)
- **November 26, 2025 – Final Day for Questions**

Thanksgiving Holiday

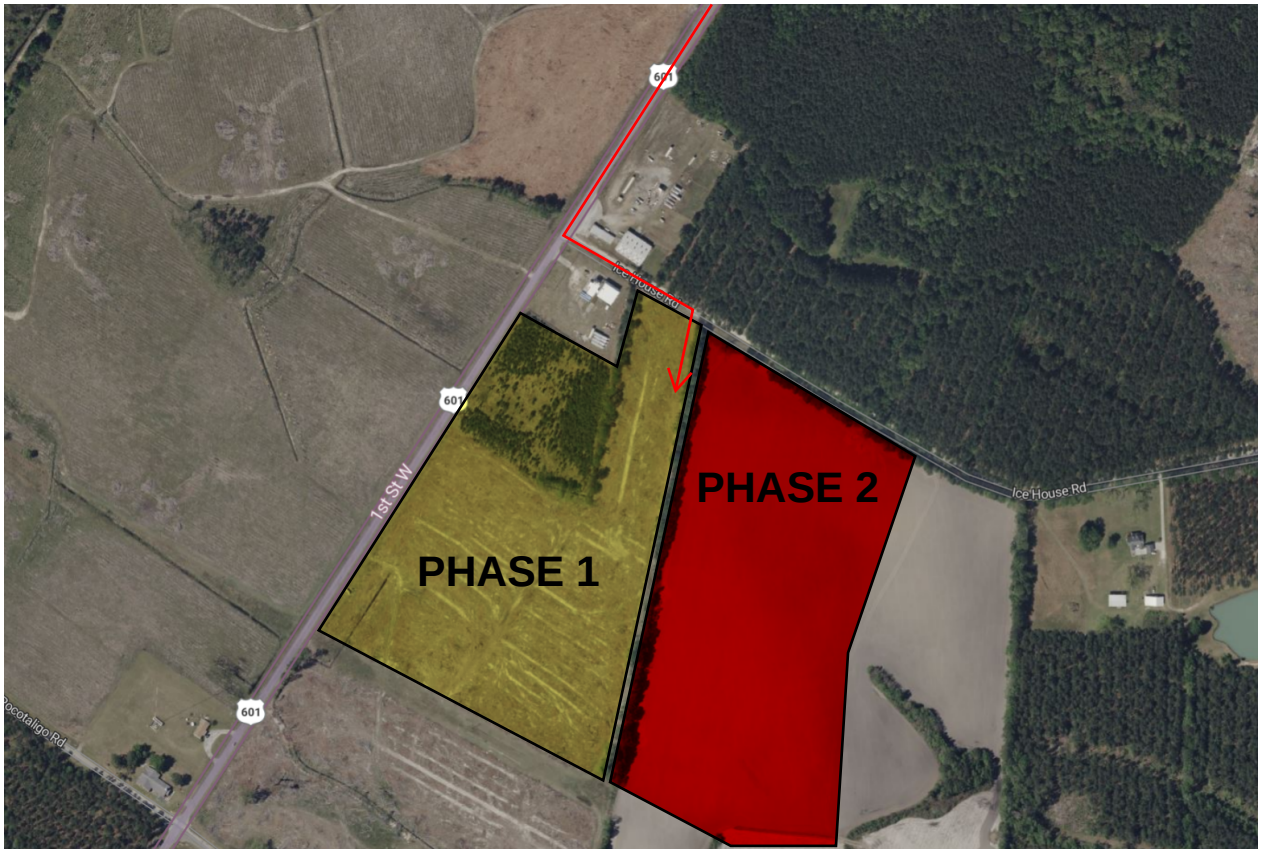
- December 2, 2025 – Addendum #2 (Anticipated)
- **December 8, 2025 – Bids Due & Public Bid Reading**
- December 16, 2025 – Board Meeting & Contract Award

January – Early February – Final Contract Negotiation with Selected GC

- End of February 2026 – All Permits in Hand (Anticipated)

Early March – GC Mobilization

Construction Duration TBD Pending Scope Selected



SITE WALK LOCATION



OCTOBER DRONE PHOTO PROVIDED BY HGR

Hampton County High School Phase 2 Prebid Meeting Sign-In Sheet			
	Name	Company	Email
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