

**Welcome to the Pre-Bid Meeting for
CCS Project No.26010 – Roof Replacement at Multiple Sites**

Please sign-in to this meeting by emailing your name, company name, preferred email address and phone number to: bbronston@columbus.k12.oh.us

Please mute your microphone; we will be muting everyone before the presentation begins.

Please direct all your questions through the chat feature or hold questions until the presentation is concluded. Questions will be addressed at the end of the presentation.

If you are unable to submit your questions via chat, please email them as a Request for Information (RFI) using the contact information provided in the presentation.

The meeting agenda is posted on the district website and will be updated with any notes from the meeting. Solicitations can be found at www.columbus.k12.oh.us/rfp
Navigate to the appropriate solicitation.

Columbus City Schools – Roof Replacement at Multiple Sites

Pre-Bid Meeting Agenda

October 22, 2025

***Any updates are highlighted in yellow!**

1. Welcome/Introductions to the Project Team
 - a. **Lori Seeger Project Manager** – Columbus City Schools
 - b. **Alex Trevino, Facility Director** – Columbus City Schools
 - c. **Brandie Bronston Houpe, Construction Contracts Manager** – Columbus City Schools
 - d. **Trevor Swanson, Project Manager** – Triad Architects

2. Administrative Items
 - a. Electronic bids shall be received until **Thursday, November 6, 2025 at 10:00 am** by Capital Improvements Office.
 - i. Please use the following link to access the bid:
<http://www.publicpurchase.com/gems/browse/home>
 - ii. The “Select Region” and “Select Agency” icons in the mid to upper, right corner of the screen must be used to locate our District before viewing our bids.
 - iii. Please register in Public Purchase even if you are not interested in this particular bid. (If you register in Public Purchase under a commodity and we select that commodity when creating a bid, you will receive an automatic notification.)
 - iv. Please note the following:
 1. Registration on the Public Purchase website is free.
 2. For your initial registration with Public Purchase, it will take Public Purchase about an hour to process. Please allow time for this processing after you register.
 3. Additional guidelines for using Public Purchase can be found on the District’s website using the following link:
<http://www.ccsch.us/Vendors.aspx>
 - v. **All bids must be submitted to Public Purchase. We cannot accept any in person, faxed, or e-mailed bids.**
 - vi. Pre-Bid RFI questions may to be submitted in **written form** via email to Trevor Swanson with Triad Architects, Office PH 614-746-9585 or tswanson@triadarchitects.com. Upon formal issuance to AOR, please email Project Manager, Lori Seeger at lseeger@columbus.k12.oh.us. **Questions may also be submitted through Public Purchase.**
 - vii. Please note: **All RFIs will only be answered in the project Addenda. Questions submitted via Public Purchase will be answered on Public Purchase, and also answered in project Addenda.**
 - b. Triad Architects shall respond to RFIs received more than **5** days before the bid opening. Deadline for RFIs is **Friday, October 31, 2025 at 10:00am**.
 - i. Please note: **All RFIs will only be answered in the project Addenda.**

- c. LEDE & Workforce Participation
 - i. Community Inclusion Program – Local and Economically Disadvantaged Enterprises
 - 1. LEDE Participation Goal is **20%** and Workforce Participation Goal is **25%**
 - 2. Community Inclusion forms will be required
 - 3. <http://www.ccsch.us/Vendors.aspx>
 - a. LEDE Vendor List
 - b. LEDE Certification Affidavit Instructions
 - 4. Prime Contractors new to Columbus City Schools will be required to submit a Vendor Application prior to receiving a Purchase Order/Notice to Proceed. (check website www.ccsch.us – navy top band, click on word - Vendors)

3. Project Overview

- a. Bid Package
 - i. Single prime for all Work defined by the Contract Documents.
 - ii. Triad Architects overview of project scope
 - iii. Bid Form
 - 1. Base Bid
 - a. Parsons ES
 - b. Valleyview ES
 - c. East HS
 - d. Independence HS
 - 2. Alternates – No.1 – Roof Ladder at East HS: \$8,000.00
 - 3. Prevailing Wage Rates do **NOT** apply to this project.
 - iv. Allowance: None at this time
 - v. Unit Prices:
 - 1. Parson ES
 - a. Replace Wet Insulation
 - b. 2x6 Wood Blocking Replacement
 - c. 2x12 Wood Blocking Replacement
 - d. Metal Decking Replacement
 - 2. Valleyview ES
 - a. Replace Wet Insulation
 - b. 2x6 Wood Blocking Replacement
 - c. 5/8" Plywood Sheeting Replacement
 - d. 5/8" Fire Retardant Plywood Sheeting Replacement
 - 3. East HS
 - a. Replace Wet Insulation
 - b. 2x6 Wood Blocking Replacement

- c. Metal Decking Replacement
 - 4. Independence HS
 - a. Replace Wet Insulation
 - b. 2x6 Wood Blocking Replacement
 - c. 2x12 Wood Blocking Replacement
 - d. Metal Decking Replacement
 - vi. Addendum: None at this time
 - 1. Final addendum to be issued no later than **Monday, November 3, 2025 @ 10:00am** via Franklin Imaging & Public Purchase
 - vii. Estimates:
 - 1. Base Bid-Parsons ES Roof Replacement - \$820,000.00
 - 2. Base Bid-Valleyview ES Roof Replacement - \$53,000.00
 - 3. Base Bid-East HS Roof Replacement - \$75,000.00
 - 4. Base Bid-Independence HS Roof Replacement - \$1,500,000.00
 - b. General Information
 - i. Any permits are to be secured by the Contractor.
 - ii. Temporary Facilities – By the Contractor, may use school utilities if available.
- 4. Default Guideline Schedule
 - a. 11/6/25 Electronic Bids Due to Public Purchase website (Prior to 10:00am)
 - b. 11/6/25 Virtual Post Bid Review @ 2:00PM (Link will be sent following bid opening)
 - c. 11/7/25 Bid Evaluation and Paperwork for Purchase Order due
 - d. 12/02/25 Contract Approval – BOE Review
 - e. 12/09/25 Notice to Proceed – PO Issued
 - f. 3/20/26 Work on Site May Begin (**Work can begin prior to this date weather permitting**)
 - g. 7/31/26 Final Completion
 - h. 8/15/26 Substantial Completion
- 5. Ohio Bureau of Workers' Compensation (OBWC)/Drug Free Safety Program (DFSP)
 - a. All prime contractors, subcontractors and lower-tier subcontractors are to be in good standing with the OBWC's DFSP or a comparable program approved by the OBWC that meets the requirements specified in O.R.C. Section 153.03.
- 6. Safety Precautions
 - a. Each member of its jobsite workforce to complete an Occupational Safety and Health Administration (OSHA) 10 or 30 Hour Construction Course and have at least one Project supervisor to complete and OSHA 30 Hour Construction Course.
- 7. General Items
 - a. Bid Documents
 - i. Documents available for purchase at Franklin Imaging 614-885-6894 or printroom@franklinimaging.com or jeramy@franklinimaging.com
 - ii. Documents are available to view for free via Public Purchase.
 - iii. Documents are available to view electronically/online if you are a member of:

1. McGraw Hill Construction Dodge / Builders Exchange of Central Ohio Plan Room, 1175 Dublin Road, Columbus, Ohio 43215; **Project information may be viewed at Dodge Data & Analytics at:**
<http://dodgeprojects.construction.com/>
 2. The Builders Exchange, 9555 Rockside Road, Suite 300, Valley View, OH 44125
8. Delivery of Quotes – Follow Instructions in Notice to Bidders
- a. Electronic bids shall be received until **Thursday, November 6, 2025 at 10:00am** by Capital Improvements Office – via **Public Purchase**.
 - b. Follow Instructions in Notice to Bidders and Item 2a of this agenda to submit bids on Public Purchase.
 - c. Bid Tab will be posted to District website after bids are opened. Please check website for bid tab before reaching out to District staff:
[http://www.columbus.k12.oh.us/website.nsf/\(ccs_pages\)/CCS_RFP?opendocument](http://www.columbus.k12.oh.us/website.nsf/(ccs_pages)/CCS_RFP?opendocument)
9. Site Visitation/Building Access
- a. Meet Project Manager Lori Seeger at Valleyview ES at 11:00am.
 - i. Valleyview Elementary School – 2989 Valleyview Drive - Columbus, Ohio 43204
 - ii. East HS – 1500 East Broad Street - Columbus, Ohio 43205
 - iii. Parsons Elementary School – 3231 Lee Ellen Place - Columbus, Ohio 43207
 - iv. Independence High School – 5175 Refugee Road - Columbus, Ohio 43232
10. If attending this Virtual Pre-Bid Meeting, please be sure to email Construction Contracts Manager, Brandie Bronston Houpe, your information at the following bbronston@columbus.k12.oh.us including: Name, company, email address
- 11. Questions?**
- What are the core samples for each building? **Lori noted we tested for asbestos and roof compositions. They are in project manual.**
 - Do we have to bid all of the buildings or can we bid 1 or a couple? **Lori noted you can bid one or more but understand we are taking the best combination.**
 - The Valleyview Roof is black EPDM membrane and the rest of the roofs are white EPDM. Can you confirm this? **Trevor will verify and update via Addendum**
 - **Brandie went over bid form and noted a complete bid includes bid form, bid bond, POA & LEDE Forms A&B. Bid Form attached to minutes.**

Columbus City Schools

BID FORM

Project Name: *CCS Project No. 26010 – Roof Replacement at Multiple Sites*

Location of Project & County:

- Parsons Elementary School – 3231 Lee Ellen Place - Columbus, Ohio 43207*
- Valleyview Elementary School – 2989 Valleyview Drive - Columbus, Ohio 43204*
- East High School – 1500 East Broad Street - Columbus, Ohio 43205*
- Independence High School – 5175 Refugee Road - Columbus, Ohio 43232*

Contract Completion is **August 15, 2025**

Having read and examined the Contract Documents, including without limitation the Drawings and Specifications, prepared by the Architect for the above-referenced Project, and the following Addenda:

Addendum Number	Date of Receipt
_____	_____
_____	_____
_____	_____

The undersigned Bidder proposes to perform all Work for the applicable Contract(s), in accordance with the Contract Documents, for the following sum(s):

BIDDING INSTRUCTIONS: MUST COMPLETE ITEM 1-6

ITEM 1. GENERAL TRADES CONTRACT FOR ROOF REPLACEMENT FOR PARSONS ES

UNIT PRICES

Description	Unit Prices	Measure	Quantity	Extension
ITEM 1A				
Replace Wet Insulation	\$ _____ /	SF	2,000	\$ _____
ITEM 1B				
2x6 Wood Blocking Replacement	\$ _____ /	LF	300	\$ _____
ITEM 1C				
2x12 Wood Blocking Replacement	\$ _____ /	LF	500	\$ _____
ITEM 1D				
Metal Decking Replacement	\$ _____ /	SF	320	\$ _____
ALLOWANCE (INCLUDED IN BASE BID):				\$ 43,640.00
				\$ _____

ALL LABOR AND MATERIALS, for the sum of \$ _____

Sum in words: _____

ITEM 2. GENERAL TRADES CONTRACT FOR ROOF REPLACEMENT FOR VALLEYVIEW ES

UNIT PRICES

Description	Unit Prices	Measure	Quantity	Extension
ITEM 2A				
Replace Wet Insulation	\$ _____/	SF	50	\$ _____
ITEM 2B				
2x6 Wood Blocking Replacement	\$ _____/	LF	60	\$ _____
ITEM 2C				
5/8" Plywood Sheathing Replacement	\$ _____/	PC	10	\$ _____
ITEM 2D				
5/8" Fire Retardant Plywood Sheathing Replacement	\$ _____/	PC	10	\$ _____
ALLOWANCE (INCLUDED IN BASE BID):				\$ <u>7,930.00</u>
ALL LABOR AND MATERIALS, for the sum of				\$ _____
Sum in words:				_____

ITEM 3. GENERAL TRADES CONTRACT FOR ROOF REPLACEMENT FOR EAST HS

UNIT PRICES

Description	Unit Prices	Measure	Quantity	Extension
ITEM 3A				
Replace Wet Insulation	\$ _____/	SF	100	\$ _____
ITEM 3B				
2x6 Wood Blocking Replacement	\$ _____/	LF	60	\$ _____
ITEM 3C				
Metal Decking Replacement	\$ _____/	SF	100	\$ _____
ALLOWANCE (INCLUDED IN BASE BID):				\$ <u>6,960.00</u>
ALL LABOR AND MATERIALS, for the sum of				\$ _____
Sum in words:				_____

ITEM 4. GENERAL TRADES CONTRACT FOR ROOF REPLACEMENT FOR INDEPENDENCE HS

UNIT PRICES

Description	Unit Prices	Measure	Quantity	Extension
ITEM 4A				
Replace Wet Insulation	\$ _____/	SF	3,000	\$ _____
ITEM 4B				
2x6 Wood Blocking Replacement	\$ _____/	LF	300	\$ _____
ITEM 4C				
2x12 Wood Blocking Replacement	\$ _____/	LF	500	\$ _____
ITEM 4D				
Metal Decking Replacement	\$ _____/	SF	320	\$ _____
ALLOWANCE (INCLUDED IN BASE BID):				\$ <u>72,640.00</u>
ALL LABOR AND MATERIALS, for the sum of				\$ _____
Sum in words:				_____

ITEM 5. ALTERNATE NO.1-ROOF LADDER AT EAST HS

ALL LABOR AND MATERIALS, for the sum of \$ _____

Sum in words: _____

ITEM 6. GENERAL TRADES CONTRACT FOR ROOF REPLACEMENT FOR ALL SITES & ALTERNATE FOR EAST HS

ALL LABOR AND MATERIALS, for the sum of \$ _____

Sum in words: _____

BIDDER'S CERTIFICATION

The Bidder hereby acknowledges that the following representations in this Bid are material and not mere recitals:

1. The Bidder has read and understands the Contract Documents and agrees to comply with all requirements of the Contract Documents, regardless of whether the Bidder has actual knowledge of the requirements and regardless of any statement or omission made by the Bidder which might indicate a contrary intention.
2. The Bidder represents that the Bid is based upon the Basis of Design and Acceptable Components specified by the Contract Documents.
3. The Bidder acknowledges that all Work shall be completed in the Contract Time, and that each applicable portion of the Work shall be completed upon the respective Milestones, unless an extension of time is granted in accordance with the Contract Documents.
4. The Bidder has visited the Site, become familiar with local conditions and has correlated personal observations with the requirements of the Contract Documents. The Bidder has no outstanding questions regarding the interpretation or clarification of the Contract Documents.
5. During the performance of the Contract, the Bidder agrees to comply with OAC Chapters 123:2-3 through 123:2-9 and agrees to incorporate the monthly reporting provisions of OAC Section 123:2-9-01 into all subcontracts on the Project, regardless of tier. The Bidder understands the State Equal Opportunity Division may conduct pre-award and post-award compliance reviews to determine if the Bidder maintains nondiscriminatory employment practices, maintains an affirmative action program and is exerting good faith efforts to accomplish the goals of the affirmative action program. For a full statement of the rules regarding Equal Employment Opportunity in the Construction Industry, see OAC Chapters 123:2-1 through 123:2-9.
6. The Bidder and each person signing on behalf of the Bidder certifies, and in the case of a Bid by a joint venture each member thereof certifies as to such member's entity, under penalty of perjury, that to the best of the undersigned's knowledge and belief: (a) the Base Bid, any Unit Prices and any Alternate bid in the Bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition as to any matter relating to such Base Bid, Unit Prices or Alternate bid with any other Bidder; (b) unless otherwise required by law, the Base Bid, any Unit Prices and any Alternate bid in the Bid have not been knowingly disclosed by the Bidder and shall not knowingly be disclosed by the Bidder prior to the bid opening, directly or indirectly, to any other Bidder who would have any interest in the Base Bid, Unit Prices or Alternate bid; (c) no attempt has been made or shall be made by the Bidder to induce any other Person to submit or not to submit a Bid for the purpose of restricting competition.
7. The Bidder shall execute the Contract Form with the School District Board, if a Contract is awarded on the basis of this Bid, and if the Bidder does not execute the Contract Form for any reason, other than as authorized by law, the Bidder and the Bidder's Surety are liable to the School District Board as provided in Article 6 of the Instructions to Bidders.
8. The Bidder certifies that the upon the execution of the Contract Form, the Contractor shall be enrolled in good standing in the Ohio Bureau of Workers' Compensation ("OBWC") Drug-Free Workplace Program ("DFWP") or an OBWC-approved DFWP throughout the entire Project, in accordance with ORC Section 153.03 – 153.031, including placement of its employees in a pool with a random drug testing rate of at least 5%. The Bidder acknowledges the responsibility to require all Subcontractors to be enrolled in good standing in the OBWC DFWP or an OBWC-approved DFWP that meets the requirements specified in ORC Section 153.03 – 153.031, including placement of its employees in a pool with a drug testing rate of at least 5%, prior to the Subcontractor providing labor at the Site.

9. The Bidder agrees to furnish any information requested by the School District Board or the Architect to evaluate the responsibility of the Bidder.
10. The Bidder agrees to furnish the submittals required by paragraph 7.3 of the Instructions to Bidders for execution of the Contract Form within ten (10) days of the date of the Notice of Intent to Award.
11. The Bidder represents that the Bidder is not subject to a finding for recovery under ORC Section 9.24 or that Bidder has taken the appropriate remedial steps required under ORC Section 9.24 or otherwise qualifies under this section.
12. The Bidder acknowledges that, by signing the Bid Form on the Bidder Signature and Information Form on the following page, it is signing the actual Bid and when submitted as a part of its bid packages, shall serve as the Bidder's authorization for the further consideration and activity in the bidding and contract process.
13. The Bidder has included with this Bid the following required documents:
 - a. Bid Form
 - b. Bid Guaranty and Bid Bond
 - c. LEDE Community Inclusion Forms
 - d. Power of Attorney

Each Bid shall contain the name of every individual interested therein. If the Bidder is a corporation, partnership, sole proprietorship, or limited liability corporation, an officer, partner or principal of the Bidder, as applicable, shall print or type the legal name of the Bidder on the line provided and sign the Bid Form. If the Bidder is a joint venture, an officer, partner or principal, as applicable, of each member of the joint venture shall print or type the legal name of the applicable member on the line provided and sign the Bid Form. All signatures must be original.

BIDDER SIGNATURE AND INFORMATION

BIDDER'S NAME (PRINT): _____

Authorized Signature: _____

Title: _____

Company Name: _____

Mailing Address: _____

Telephone Number: (____) _____ Facsimile Number (____) _____

Where Incorporated: _____ Type of Business (circle one):

corporation partnership sole proprietorship limited liability corporation

Federal ID Number: _____

Contact person for
Contract processing: _____

Partnership or Joint Venture

BIDDER'S NAME (PRINT): _____

Authorized Signature: _____

Title: _____

Company Name: _____

Mailing Address: _____

Telephone Number: (____) _____ Facsimile Number (____) _____

Where Incorporated: _____ Type of Business (circle one):

corporation partnership sole proprietorship limited liability corporation

Federal ID Number: _____

Contact person for
Contract processing: _____

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