Welcome to the Pre-Bid Meeting for
CCS Project No.27014
Building Envelope Upgrades - Window & Door Replacement at Walnut Ridge HS

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
https://www.ccsoh.us/our-district/departments/capital-improvements/request-for-proposals

Navigate to the appropriate solicitation.

Columbus City Schools – Building Envelope Upgrades - Window & Door Replacement at Walnut Ridge High School

Pre-Bid Meeting Agenda

November 16, 2026
**Updates Highlighted in Yellow*

1. Welcome/Introductions to the Project Team
    a. ***Kurt Keaton, Project Manager*** – Columbus City Schools
    b. ***Alex Trevino, Facility Director*** – Columbus City Schools
    c. ***Brandie Bronston Houpe, Construction Contracts Manager*** – Columbus City Schools
    d. ***Jocelyn Krosky, Project Manager*** – Design Group
    e. ***Shawna Foley, Project Manager*** – Design Group

2. Administrative Items
    a. Electronic bids shall be received until ***Tuesday, December 1, 2026 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.ccsoh.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 are to be submitted in ***written form*** via email to Jocelyn Krosky & Shawna Foley at Design Group Office PH 614-255-0515 jkrosky@designgroup.us.com or sfoley@designgroup.us.com . Upon formal issuance to EOR, please email Project Manager, Kurt Keaton at kkeaton@columbus.k12.oh.us
        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. Design Group shall respond to RFIs received more than 7 days before the bid opening. Deadline for RFIs is ***Thursday, November 19, 2026 at 10:00am.***

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.ccsoh.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.ccsoh.us – navy top band, click on word - Vendors)

3. Project Overview
    a. Bid Package – Building Envelope Upgrades – Window & Door Replacement
        i. Single prime for all Work defined by the Contract Documents.
        ii. Bid Form
        1. Alternates – None at this time
        2. Allowance – $52,000.000 for Abatement
        3. Addendum – None at this time
            (1) Final addendum to be issued no later than ***Tuesday, November 24, 2026 prior to 10:00am*** via Franklin Imaging & Public Purchase
        4. Estimates:
            (1) Walnut Ridge HS – $3,083,799.00
        5. Prevailing Wage Rate DO NOT apply to this project.
    a. 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. 12/1/26 Electronic Bids Due to Public Purchase website (Prior to 10:00am)
    b. 12/3/26 Virtual Post Bid Review @ 10:00AM (Link will be sent following bid opening)
    c. 12/4/26 Bid Evaluation and Paperwork for Purchase Order due
    d. 12/1/26 Contract Approval – BOE Review
    e. 12/8/26 Notice to Proceed – PO Issued
    f. 6/1/27 Work on Site May Begin
    g. 8/13/27 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 an 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 ***Tuesday, December 1, 2026 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: https://www.ccsoh.us/our-district/departments/capital-improvements/request-for-proposals

9. Site Visitation/Building Access
    a. **Monday, November 16, 2026 @ 3:00pm**, meet PM, Kurt Keaton at ***Walnut Ridge HS:***
        i. Walnut Ridge High School – 4841 E. Livingston Avenue-Columbus, OH 43227

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?