Welcome to the Pre-Bid Meeting for
CCS Project No.27004 – Auditorium & Gymnasium Upgrades 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 https://www.ccsoh.us/our-district/departments/capital-improvements/request-for-proposals
Navigate to the appropriate solicitation.

Columbus City Schools – Auditorium & Gymnasium Upgrades at Multiple Sites

Pre-Bid Meeting Agenda

December 1, 2026

**Items highlighted in yellow updated after Pre-Bid Meeting*

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. ***Erin Reilly-Sander, Project Manager*** – Legat Architects

2. Administrative Items
    a. Electronic bids shall be received until ***Wednesday, December 9, 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 may to be submitted in ***written form*** via email to Erin Reilly-Sanders at Legat Architect, Office PH 614-869-3076 or ereilly-sanders@legat.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. Legat Architects shall respond to RFIs received more than **5** days before the bid opening. Deadline for RFIs is ***Thursday, December 3, 2026 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.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 – Auditorium & Gymnasium Upgrades at Multiple Sites

i. Single prime for all Work defined by the Contract Documents.
ii. Legat Architects overview of project scope
iii. Bid Form
    1. Base Bid
        a. General Trades
    2. Alternates - None
    3. Prevailing Wage Rates do ***NOT*** apply to this project.
iv. Allowance: Included in the estimate for electrical device relocation
v. Unit Prices: None at this time.
vi. Addendum: None at this time.
    1. Final addendum to be issued no later than ***Friday, December 4, 2026 @ 10:00am*** via Franklin Imaging & Public Purchase
vii. Estimates:
    1. Medina MS – $1,984,354.00
    2. Briggs HS – $1,971,538.00

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. 12/09/26 Electronic Bids Due to Public Purchase website (Prior to 10:00am)
    b. 12/10/26 Virtual Post Bid Review @ 10:00AM (Link will be sent following bid opening)
    c. 12/10/26 Bid Evaluation and Paperwork for Purchase Order due
    d. 01/05/27 Contract Approval – BOE Review
    e. 01/12/27 Notice to Proceed – PO Issued
    f. 6/03/27 Work on Site May Begin
    g. 8/06/27 Substantial Completion
    h. 12/31/27 Contract 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 **Wednesday, December 9, 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 on Wenesday morning. 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

9. Site Visitation/Building Access
    a. Meet Project Manager Lori Seeger at Medina MS at 11:30am.
    - Medina MS – 1425 Huy Road – Columbus, Ohio 43224
    - Briggs HS – 2555 Briggs Road – Columbus, Ohio 43223

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?