

Savannah Arts Academy Addition & Renovation
Savannah-Chatham County Public School System

INTRODUCTION



Bid Documents

- Invitation to Bid
- Important Notes for Subcontractors
- Important Notes for Suppliers
- Schedule of Work
- Instructions to Bidders
- Proposal Form
- Description of Bid Package(s) 1 thru 37
- Project Drawings as prepared by the Architect. Dated October 2021
- Project Specifications as prepared by the Architect.

**PLEASE COMPLETE A THOROUGH REVIEW OF ALL
DOCUMENTS PRIOR TO BID SUBMISSION.**

Savannah Arts Academy Addition & Renovation
Savannah-Chatham County Public School System



INVITATION TO BID

From: McKnight Construction Company, Inc.
Contact: Nathan Heigle - Contact email: Nathan@McKnightConstructionCo.com
Office Phone Number: 706-863-7784
Address: 635 NW Frontage Rd · Augusta, GA 30907
Email: bids@mcknightconstructionco.com
Fax: 706-863-2031

PROJECT INFORMATION:

Title: Savannah Arts Academy Addition & Renovation

Architect: Cogdell & Mendrala Architects

Project Location: Savannah, GA

Bids Due: Monday, March 28, 2022 @ 2:00 p.m.

Last Day to Submit Questions: Monday, March 21, 2022 by 5:00 p.m.

Addendums to date: 0

Plans and Specs: Available on our website www.mcknightconstructionco.com and click on "Current Projects and Bids" link at the top of the page. Scroll down to "Savannah Arts Academy Addition & Renovation"

Project Description: An addition and renovations for the Savannah Arts Academy. A new 14,500 SF cafeteria/kitchen addition will be constructed on the south side of the school site. After completion of the new addition, the existing cafeteria/kitchen building will be demolished and replaced with parking. Also included in the project are new parking lots around the school and interior building renovations consisting of full HVAC equipment replacement, upgrades to the auditorium, and overall building finishes. This project will be completed in an occupied campus and phasing will be needed to complete the HVAC replacement and interior renovations. The architect for the project is Cogdell & Mendrala Architects PC. Local Firms, Women owned and Minority Business Enterprises are encouraged to respond to this RFP. Large businesses are encouraged to include local, women owned, and minority businesses as part of their proposal. The District and CM encourage the participation of all Local, Minority, Women owned, and Social Disadvantaged enterprises.

Please respond to this Invitation to Bid by emailing this form to: bids@mcknightconstructionco.com

Δ INTERESTED- I will bid the following _____

Company Name / Contact _____

IMPORTANT NOTES FOR SUBCONTRACTORS

Savannah Arts Academy Addition & Renovation
Savannah-Chatham County Public School System

1. Important Notes on Bid Preparation

- It is the responsibility of the proposers to check for Addenda issued and to include all Addenda in their pricing.
- Specification sections as referenced to in the bid package descriptions are for the convenience of bidders and in no way eliminate work required under the described package. Prospective bidders shall notify the Construction Manager if inconsistencies or discrepancies are discovered. Clarifications will be made upon written receipt prior to the deadline for questions.
- Special attention is called to the General Conditions, Supplementary Conditions, General Requirements, and Important Notes within the Project Specifications as these requirements are to be followed for all bid packages.
- Bidders of all packages shall include the pricing of any alternates affecting their work.
- Bidders certify that in submitting their proposal that they have thoroughly reviewed the contract documents, compared all documents to each other, visited the site, made allowances for the cost of the work and reported any discrepancy prior to submitting their proposal.
- All proposals shall include applicable business licenses, permits, impact fees, tie-in fees, and other requirements of the local and state governing authority.
- All proposals for the bid packages shall include competent supervision, material, taxes, installation, permits, fees, cleanup, debris removal and incidental items of cost to perform the work as described in the packages. Although reference is made to the specification sections in the package descriptions, all bids for the designated packages shall include all Bid Documents and subsequent addenda.
- All bid packages shall include progressive clean up and debris removal from the site daily, assistance in composite cleanup one (1) day per week with one (1) laborer per ten (10) workers for a minimum of one (1) hour but until necessary to complete cleanup, and final job clean up.
- All potential subcontractors and suppliers must note that a copy of your company's most recent financial statement may be requested following bid opening, at the owner's discretion.
- All proposers must comply with the bid package description.

2. Important Notes concerning subcontractor behavior following contract award

- Any contractor penetrating a partition, floor or other work shall be responsible for the coordination and patching.
- Any contractor who demolishes a surface to install new work shall patch back to the surface's original condition if no new work is to be installed on that surface. If new work is to be installed on the patched surface, patching is required to adequately receive the new finish.
- Any contractor disturbing any exterior work is responsible for its replacement.
- Any contractor disturbing existing soils shall compact areas back per the Project Specifications – Earthwork.
- Efforts shall be made to always keep the existing campus and buildings operational. If a shutdown of any type is required, subcontractor is required to give at minimum a one (1)

IMPORTANT NOTES FOR SUBCONTRACTORS

Savannah Arts Academy Addition & Renovation Savannah-Chatham County Public School System

- weeks' notice to McKnight Construction so that coordination with the school is possible.
- Efforts shall be made to avoid any interruption of school activities and utilities. If disruption is required, subcontractor is required to give at minimum one (1) weeks' notice to McKnight Construction so that coordination with the school is possible.
 - Trade contractors shall provide an onsite supervisor acceptable to the Construction Manager. This onsite supervisor is the only person the Construction Manager's Job Superintendent will give instructions to and coordinate all the work on this project. This onsite supervisor must be onsite at all times while work is being performed by his staff and/or his subcontractors. This site supervisor must be able to speak and understand the English language fluently. The Trade Contractor's Supervisor cannot be replaced without the consent of the Construction Manager.
 - Onsite supervisor must attend pre-construction meetings prior to work occurring. If the onsite supervisor changes, this meeting must be repeated.
 - All subcontractors must furnish Twenty-Four (24) Hour telephone numbers for Proposer's Project Manager and Job Foreman in case of emergency.
 - Any changes to utilities or overhead pathways must be reviewed with the superintendent and updated on the as-built drawings by the next business day.
 - All subcontractors must develop and maintain a safety program as well as follow the safety program of the Construction Manager.
 - All subcontractors must provide a Drug-Free and Alcohol-Free Workplace.
 - All subcontractors acknowledge that work is taking place on an active campus, and agree to avoid interaction with students, teachers, faculty, staff, and visitors. No construction employees shall enter active school buildings for any reason unless they have received prior permission from the Construction Manager. Any person engaging in interaction deemed inappropriate will be expelled from the site immediately and for the duration of the project.
 - In the event OSHA or other inspecting authority levies a fine against Construction Manager due to violation(s) of a subcontractor, the subcontractor in violation of codes and regulations shall be responsible for the fine levied against the Construction Manager.
 - All subcontractors must abide by all laws, ordinances, codes, and schedule inspections through Local Inspection Department and the Architect/Engineer.
3. Important Notes on Payment Terms after contract award
- Retainage of Ten Percent (10%) will be held on all bid packages. A reduction in retainage may occur per state law and with consent of the Architect, Construction Manager & Owner.
 - Pay Requests are DUE to the Construction Manager on the 25th of each month. Each pay request must be accompanied by an interim release of lien. If stored materials are being billed for, then supplier invoices must be provide AND the materials must be either (a) onsite so the materials can be inventoried or (b) stored offsite and (1) photos of materials being stored offsite identified for this project, (2) insurance certificate provided for the secured property the materials are being stored which shall include the Construction Manager and Owner as additionally insured, and (3) bill of sale stating "upon the receipt of payment the materials are the property of the Construction Manager and the Owner which

Savannah Arts Academy Addition & Renovation
Savannah-Chatham County Public School System

are to be delivered and installed by the subcontractor as scheduled by the Construction Manager.”

- **Change Orders:** All change orders will include the cost of the work on site plus a maximum of 15% Overhead and Profit. This includes Overhead and Profit for sub-tier subcontractors for a total Overhead & Profit of 15%. A detailed breakdown showing labor, materials, and equipment shall be submitted.
- Completion Date: See Schedule of Work.

IMPORTANT NOTES FOR SUBCONTRACTORS

4. Important Notes on Schedule

- Subcontractor will execute subcontracts and provide certificates of insurance required within **Five (5) Days** of Notice to Proceed.
- Subcontractor will submit all closeout documents within **Ten (10) Days** of Substantial Completion.
- Subcontractor will attend weekly or bi-weekly onsite progress meetings with the Proposer’s Project Manager and Job Foreman as scheduled by the Construction Manager.
- Subcontractor will advise and consult with Construction Manager regarding the availability of materials, cost analysis, scheduling, and value engineering.
- Subcontractor will arrange for after hours or overtime work if necessary, to meet mutually agreed upon milestone dates
- Subcontractor will provide Construction Manager with SDS Data as well as your Safety Plan within **Ten (10) Days** of Contract Award. These items be provided prior to personnel being onsite.

5. Important Notes on Insurance

- Subcontractor will furnish all insurance as required by law, the Project Manual, Bid Documents and per the following:

Workers’ Compensation & Employers Liability Insurance

This insurance will pay the subcontractor’s obligations under appropriate worker’s compensation statutes, covering all employees who perform any of the obligations of the Subcontractor under this Subcontract.

Employers Liability coverage shall provide limits of at least \$1,000,000 each accident for bodily injury and \$1,000,000 each employee for disease.

Commercial General Liability Insurance

The insurance must be written on an “occurrence” basis, responding to claims arising out of occurrences which take place during the policy period. The commercial general liability form should provide limits of at least the following:

\$1,000,000 each occurrence for bodily injury and property damage

Savannah Arts Academy Addition & Renovation
Savannah-Chatham County Public School System

\$1,000,000 each occurrence for personal and advertising injury
\$1,000,000 each occurrence for products-completed operations aggregate
\$2,000,000 general aggregate per Project

The general aggregate limit shall apply separately to each project. The products and completed operations coverage are to be maintained for a period of at least 2 years following the completion of the work. ISO Form CG 22 94 or its equivalent language (removing the subcontractor exception from the "Your Work" exclusion) shall not be used. There shall be no separate exclusion for liability arising out of explosion, collapse, and underground hazards (XCU) or subsidence, if the scope of Subcontractors work involves digging, excavation, grading, or use of explosives. Any deductibles under this policy must be disclosed and will be fully assumed by the subcontractor. Coverage shall comply with the provisions of standard ISO endorsement forms CG2010 (07/04) for ongoing operations and GC 2037 (07/04) for completed operations or their equivalent. Forms that are limited to "liability arising out of your ongoing operations" or that do not extend to Products and Completed Operations are not acceptable. Said insurance shall name Owner and McKnight Construction Company, Inc. and their respective officers, directors, and employees as additional insureds.

Business Automobile Liability Insurance

This insurance shall apply to any auto, including all owned, hired and non-owned vehicles to a combined single limit of at least \$1,000,000 each accident. Any deductibles under this policy must be disclosed and will be fully assumed by the subcontractor. Said insurance shall name Owner and McKnight Construction Company, Inc. and their respective officers, directors, and employees as additional insureds.

Commercial Umbrella Excess Liability

Umbrella Excess Liability coverage with the following minimum limits:

Each Occurrence:
\$2,000,000
Aggregate Limit:
\$10,000,000

Said insurance shall name Owner and McKnight Construction Company, Inc. and their respective officers, directors, and employees as additional insureds.

Pollution Liability Insurance

If the Subcontractor's work under this subcontract includes the handling and/or removal of pollutants, contaminants, or other hazardous materials, then Subcontractor shall maintain Pollution Liability Insurance covering the Subcontractor's liability for bodily injury, property damage (including the loss

Savannah Arts Academy Addition & Renovation
Savannah-Chatham County Public School System

ofuse thereof) and environmental damage resulting from pollution and related clean-up costs incurred arising from the work or services to be performed.

IMPORTANT NOTES FOR SUBCONTRACTORS

Coverage shall be provided for both work performed on site as well as work performed during the transport and disposal of hazardous materials. The limit of liability shall not be less than \$1,000,000 per occurrence. McKnight Construction Company and Owner and their officers, directors and employees shall be named as additional insureds. If work involves the transportation of hazardous materials subcontractor's pollution liability policy shall include the business auto and trucker's endorsement form CA 99 48 or its equivalent.

Other Insurance Provisions

Certificates of insurance, as evidence of the insurance required by this Agreement and including the required "additional insured" and "primary insurance" endorsements, shall be furnished by Subcontractor to Contractor before any work here under is commenced by Subcontractor. The certificates of insurance shall provide that there will be no cancellation or reduction of coverage without 30 days prior written notice to the Contractor. Failure of McKnight Construction Company, Inc. to demand such certificates or other evidence of full compliance with these insurance requirements or failure of McKnight Construction Company, Inc. to identify a deficiency from evidence that is provided shall not be construed as a waiver of Subcontractor's obligation to maintain such insurance. McKnight Construction will have the right, but not the obligation, to prohibit Subcontractor or one of its subcontractors from entering the project site until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by McKnight Construction Company, Inc.

The Subcontractor, in its agreements with subcontractors, shall require subcontractors to obtain insurance meeting the minimum limits and incorporating the contractual requirements prescribed by this Section.

McKnight Construction Company, Inc., the owner and (other requested entities) are Additional Insureds under the Commercial General Liability, Auto Liability and Umbrella Policies on a primary and non-contributory basis.

A Waiver of Subrogation in favor of the Owner and McKnight Construction Company, Inc. and their respective officers, directors, and employees shall apply to all policies required under the Subcontract.

Insurance shall be placed with insurers with an A.M. Best rating of not less than A-

Savannah Arts Academy Addition & Renovation
Savannah-Chatham County Public School System

- Proposer must participate in a federal work authorization program in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91 and upon contract award, must execute a Subcontractor's Affidavit verifying compliance. Affidavit shall be provided by Construction Manager. A copy is

IMPORTANT NOTES FOR SUBCONTRACTORS

available upon request.

- AIA Document A401 - 2017 (Standard Form of Agreement between Contractor and Subcontractor) will be used as the contract following subcontractor selection. A copy is available upon request.

Savannah Arts Academy Addition & Renovation
Savannah-Chatham County Public School System
IMPORTANT NOTES FOR SUPPLIERS

1. Important Notes on Bid Preparation

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- Special attention is called to the General Conditions, Supplementary Conditions, General Requirements, and Important Notes within the Project Specifications as these requirements are to be followed for all bid packages.
- Bidders of all packages shall include the pricing of any alternates affecting their work.
- Bidders certify that in submitting their proposal that they have thoroughly reviewed the contract documents, compared all documents to each other, visited the site, made allowances for the cost of the work, and reported any discrepancy prior to submitting their proposal.
- All proposers must comply with the bid package description.

2. Important Notes on Payment Terms after contract award

- Pay Requests are DUE to the Construction Manager on the 25th of each month. Each payrequest must be accompanied by an interim release of lien.
- Completion Date: See Schedule of Work.

3. Important Notes on Schedule

- Supplier will submit shop drawings and submittals within Ten (10) Days of contract award, unless noted otherwise.
- Supplier will execute PO within five (5) Days of contract award.
- Supplier will advise and consult with Construction Manager regarding the availability of materials, cost analysis, scheduling, and value engineering.

**Savannah Arts Academy Addition & Renovation
Savannah-Chatham County Public School System
SCHEDULE OF WORK**

This document describes the schedule for the Savannah Arts Academy Addition and Renovation to begin during the Spring 2022 semester. The new parking lot work on the west side of the existing building may begin as soon as the Spring 2022 semester is finished provided it is completed prior to the beginning of the 2022/2023 schoolyear. The addition shall begin during the Spring 2022 semester and shall be completed prior to the beginning of the 2022/2023 schoolyear. The Milestone Schedule is below:

DATE	DESCRIPTION
3/1/2022	LWMBE Meeting @ Savannah Arts Academy
3/2/2022	Advertise Invitation To Bid
3/8/2022	LWMBE Meeting @ Savannah Arts Academy
3/21/2022	Last Day for Questions from Proposers
3/28/2022	Bid Day – Bids must be received by 2:00 PM
4/13/2022	Present GMP to Savannah-Chatham Public School System
5/2/2022	Anticipated Notice To Proceed
5/2/2022 Thru 7/28/2023	Construction period for addition and phased renovation (phasing of renovations to be scheduled and coordinated during the summer breaks and throughout the schoolyear as allowed by the user)
7/29/2023	Teachers return to work for 23/24 schoolyear
8/4/2023	First day of school

- Proposers must understand that due to time constraints of this project all proposers must be prepared to staff workers to work whatever hours necessary to complete scope on time (24 hours perday – 7 days a week if deemed necessary by McKnight ConstructionCompany)



Savannah Arts Academy Addition & Renovation
Savannah-Chatham County Public School System

INSTRUCTIONS TO BIDDERS

Instructions to Qualify

- Direct all questions to Nathan Heigle – Nathan@McKnightConstructionCo.com
- Project will be awarded to the most competitive, qualified subcontractor. McKnight Construction will plan to contact owners, architects, and general contractors listed on the proposal form for references.
- Financial Statements, Copies of Insurance Certificates, and Professional Licenses, may be requested after bid submission as needed.
- Completed Bid Proposals may be submitted to the Construction Manager via fax, mail or email provided it is received prior to the submission deadline.
 - Paperwork can be mailed or hand-delivered to the address below, faxed or emailed to bids@mcknightconstructionco.com

McKnight Construction Co
635 NW Frontage Rd
Augusta, GA 30907

Fax# 706-863-2031

Key Dates

- | | |
|-------------------------------|------------------|
| • Bid Date | 3/28/2022 by 2pm |
| • Questions Prior to Bid Date | 3/21/2022 by 5pm |
| • School Board GMP Approval | 4/13/2022 |



Savannah Arts Academy Addition & Renovation
Savannah-Chatham County Public School System

PROPOSAL FORM

1. Please indicate the bid package(s) for which you are submitting a price.

2. Bidder Company Name: _____

3. Costs

- Base Bid Cost: \$ _____
- Alternate #1: Western Parking Lot
 - ADD / DEDUCT \$ _____
- Alternate #2: Site Fencing
 - ADD / DEDUCT \$ _____
- Alternate #3: Terrazzo Base Material
 - ADD / DEDUCT \$ _____
- Alternate #4: Service Yard Enclosure
 - ADD / DEDUCT \$ _____
- Alternate #6: Fire Rated Storefront at Vestibule
 - ADD / DEDUCT \$ _____
- Alternate #7: Painting in Gymnasium 120
 - ADD / DEDUCT \$ _____

4. Bidder acknowledges receipt of the Addenda checked on the list below and confirms that the information within these addenda has been incorporated into the bid amount. *Please note that there may be more boxes than actual addenda. Do not check boxes that do not apply.*

- Addendum 1
- Addendum 2

Authorized Signature

Title

Print Name

Date



Savannah Arts Academy Addition & Renovation
Savannah-Chatham County Public School System

5. Main Office Locations & Company Contacts
Please complete the table below.

Company Name	
Mailing Address	
Office Phone Number	
Project Contact	
Email Address	
Cell Phone Number	



Savannah Arts Academy Addition & Renovation
Savannah-Chatham County Public School System

6. Please check the box(es) that most accurately describes your Business Type.

- Corporation
- Partnership
- Limited Liability Company
- Sole Proprietor
- Minority Business Enterprise
 - o Please list your license type and number: _____

7. Licensing Information

Please provide all professional licenses required for you to perform your services.

License Number	Name of Licensee	License Limit/Level

8. Please list 3 similar projects that your company has completed in the last 5 years. Contacts listed may be contacted by McKnight Construction as references.

Project #1	
Name of Project	
Description of Work Performed	
Owner Name Owner Phone Number Owner Email	
Architect Name Architect Phone Number Architect Email	
GC or CM Name GC or CM Phone Number GC or CM Email	
Final Contract Dollar Value	
Date Complete	



Savannah Arts Academy Addition & Renovation
Savannah-Chatham County Public School System

Project #2	
Name of Project	
Description of Work Performed	
Owner Name Owner Phone Number Owner Email	
Architect Name Architect Phone Number Architect Email	
GC or CM Name GC or CM Phone Number GC or CM Email	
Final Contract Dollar Value	
Date Complete	

Project #3	
Name of Project	
Description of Work Performed	
Owner Name Owner Phone Number Owner Email	
Architect Name Architect Phone Number Architect Email	
GC or CM Name GC or CM Phone Number GC or CM Email	
Final Contract Dollar Value	
Date Complete	

9. Please list your safety EMR for the past 5 years.

Present Rate	
Last Rate	
Year Before Rate	
Year Before Rate	
Year Before Rate	



Savannah Arts Academy Addition & Renovation
Savannah-Chatham County Public School System

10. Has your company filed any claims against a CM at Risk or General Contractor in the past 5 years, whether resolved or still pending resolution? Yes No

If yes, state the project name(s), year(s), and reason why:
