



PRE-BID MEETING REPORT

School District of Lancaster

Lancaster County, PA

McCaskey Stadium Projects

Marotta/Main Architects Project No.

24-SDL-03

Date of Meeting: January 15, 2025

Date of Report: January 22, 2025

This meeting served as a project introduction to parties interested in bidding.

1. Project Team Introductions were made as follows:
 - a. School District of Lancaster – Drew Schenk, Matt Shields, Heston Frey
 - b. Fidevia – John Eck, Heather Crownover, Kelby English, Alec Santiago
 - c. MAROTTA / MAIN ARCHITECTS – Connie King, Wayne Manley, Sergio Borrero, Megan Rippon, Sarah Lesniara
 - d. Engineers/Consultants:
 - 1) Civil – ELA Group – Hugh Cadzow, Elizabeth Baldwin
 - 2) Structural - Joseph Barbato Associates – Michael H. Sheer, Elias Rhoads
 - 3) MEP - Moore Engineering Company - Scott Fisher, Andrew Nolt, Scott Berkheimer
2. Meeting is non-mandatory. A site visit is required during the bidding period – contact Heston Frey (hrfrey@sdlanaster.org) or Matt Shields (mlshields@sdlanaster.org) to schedule.
3. Bid Date and Time: Owner will receive sealed proposals until the time and date at the location indicated below. Owner will consider proposals prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:
 - a. Bid Date: February 3, 2025
 - b. Bid Time: 3:00 p.m., local time
 - c. Location: Scheffey Administrative Services Center, 1020 Lehigh Avenue, Lancaster, PA 17602.
 - d. Bids will be thereafter publicly open and read aloud at the Scheffey Professional Learning Center Room A108 at 1020 Lehigh Avenue.
4. The Bid Documents are only available through the Architect's Office.
5. Bidding, Multiple Primes:
 - a. General Construction Contract
 - b. Mechanical Construction Contract
 - c. Plumbing Construction Contract
 - d. Electrical, Data and Security Construction Contract

6. State Contract Contracts (Direct to Owner) include the following:
 - a. Site and Athletic Contract – LandTEK
 - b. Bleacher Contract – Stadium Solutions
 - c. Stadium Lighting – MUSCO
 - d. Stadium Scoreboard - NEVCO
7. Bid Form Attachments include the following:
 - a. See bid submittal checklist.
 - b. Schedule of Unit Prices
 - c. Unit Cost Allowances (included in Base Bid)
 - d. Schedule of Alternates
 - e. Bid Bond / Security at 10% of Bid Value
 - f. Non-Collusion Affidavit
 - g. Statement of Contractor's Qualification and Financial Disclosure
 - h. Refer to the General Conditions for Insurance Requirements, A201, Article 11.
8. An RFI Form and Substitution Request form are included in the Specifications at the end of Instructions to Bidders.
 - a. All RFIs and Substitution requests must be received on or before Tuesday, September 17, 2024.
 - b. Submit to
 - 1) Connie King at cmk@marottamain.com
 - 2) Wayne Manley at wem@marottamain.com
 - 3) Sarah Lesniara at sjl@marottamain.com
 - c. E-mail form is acceptable.
 - d. Response will be returned directly to the bidder who submitted the RFI and issued as a clarification or change to contract documents if required through addendum. Please submit as Word Doc or PDF.
9. AIA Owner/Contractor Contracts (Agreement, General Conditions, Special Conditions) include:
 - a. Payment and Performance Bonds
 - b. Certificate of Insurance
10. Successful bidders shall commence the Work upon receipt of the Notice to Proceed and shall complete the Work within the Contract Time, as follows:
 - a. Contract Award (Board Meeting) – 17 February, 2025
 - b. Letter of Intent issued; Contracts initiated – 18 February, 2025
 - c. Start of Construction – 03 March, 2025
 - d. Stadium Solutions begins work – 05 May, 2025

- e. LandTEK begins track and turf work – 02 June, 2025
 - f. Substantial Completion Sitework in coordination with Owners Athletics Contractor scope – 15 July, 2025
 - g. Substantial Completion Bleacher Scope, Public Restrooms, & Concessions – 18 August, 2025
 - h. Substantial Completion Team Building – 29 September, 2025
 - i. Full and Final Completion – 20 October, 2025
11. Liquidated Damages apply to this project. Refer to 00 31 13 for damages tied to milestone dates.
12. The Building Permits have been applied for and are in process. Permit fees will be paid by the Owner. Contractors are responsible for all licensing fees.
13. Minutes: The Architect will record and distribute meeting minutes by Addendum. Minutes of meeting are issued as Available Information and do not constitute a modification to the Procurement and Contracting Documents. Modifications to the Procurement and Contracting Documents are issued by written Addendum only.
14. The use of tobacco products and controlled substances is strictly prohibited on all School Property.
15. Employee screening is required.
- a. Fingerprint, State Police and Child Abuse background checks will be required on all employees prior to being on site.
 - b. Employee screening files should be within 2 years of the start of the project.
 - c. Badging per SDoL guidelines.
16. Project overview reviewed including:
- a. Scope of Work – MM noted that Addendum 02 included additional description of contract responsibilities. If scope or responsibility in any contract is unclear, please send an RFI.
 - b. Temporary facilities.
 - c. Phasing was reviewed.
 - d. Use of site – the parking area between the Stadium and the JP McCaskey High School will be partially available for contractor use.
17. Site tour was conducted. Access to the existing buildings, including to JP McCaskey boiler room area was provided.

This report describes our understanding of the items discussed. Please notify the Architect's office in writing with any comments or revisions. Unless our office is notified within one week of receipt, these minutes will stand as written.

Respectfully Submitted,

Marotta/Main Architects

Connie King, AIA, ALEP, GGP

Principal Architect

Attachments:

Sign-In Sheets

PRE-BID SIGN-IN

SCHOOL DISTRICT OF LANCASTER (SDoL)
LANCASTER COUNTY, PA
McCaskey High School Stadium Projects

MM ARCHITECTS, INC. NO.:
DATE OF MEETING:

24-SDL-03
15 January 2025

NAME	COMPANY	PHONE	E-MAIL ADDRESS	PRIME (GC, MC, PC, EC, SUB)
James Smith	Shannon A Smith Inc	717 866 6643	office@sasinc.us	MC/EC
Steve Warner	Balton Construction	484-336-4666	estimating@baltonconstruction.com	GC
Jonathan Collins	AINSWORTH INC	717-601-0051	Jonathan.Collins@ainsworth.com	MC/PC
ANDY Foy	MYCO MECHANICAL INC	267-382-0267	estimating@mycomechanical.com	MC/PC



MAROTTA/MAIN
ARCHITECTS

214 N. Duke Street, Lancaster, PA 17602 P 717.393.3211 F 717.393.3212

www.marottamain.com

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Steve Sostak	ER Stuehner	666-376-6634	ssostak@erseen.com	GC
Steve Miller	Uhlig Construction.	610-922-1399	Smiller@uhlig.com	GC
Todd Cameron	PURCELL	717-336-7400	TCAMERON@PURCELLGC.COM	GC
Jeff Neal	Witmer Contracting	717 283 4171	jneal@thewitmergroup.com	Epoxy
Adam Grimes	Lobar Associates	717 778 5980	agrimes@lobarassoc.com	GC
JOHN HAHNOLD	TRI VET CONTRACTING	570 617 9840	johnhahnold@trivetcontracting.com	EC
Scott Duke	The Witmer Group	717 587-1021	sd2@thewitmergroup.com	Sub



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