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# PENN STATE UNIVERSITY ART MUSEUM AT THE ARBORETUM



## PROJECT INFORMATION SESSION & OUTREACH EVENT

February 19, 2021  
Virtual Meeting  
1:00 pm – 2:00 pm

# Agenda

1. Project Overview
2. Design Information
3. Trade Bid Packages
4. Holder Prequalification Process
5. Holder Procurement Process

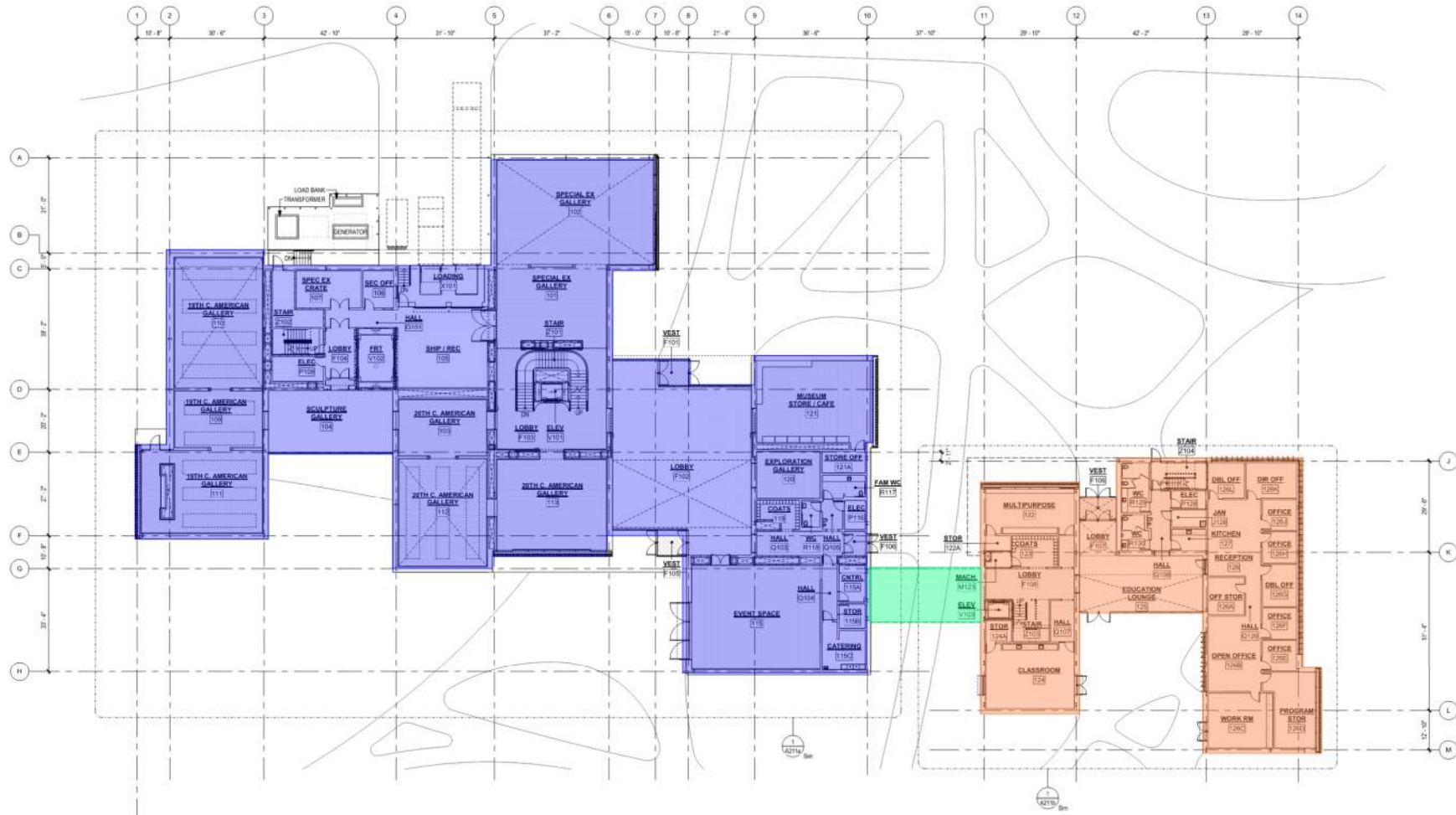


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# Project Overview

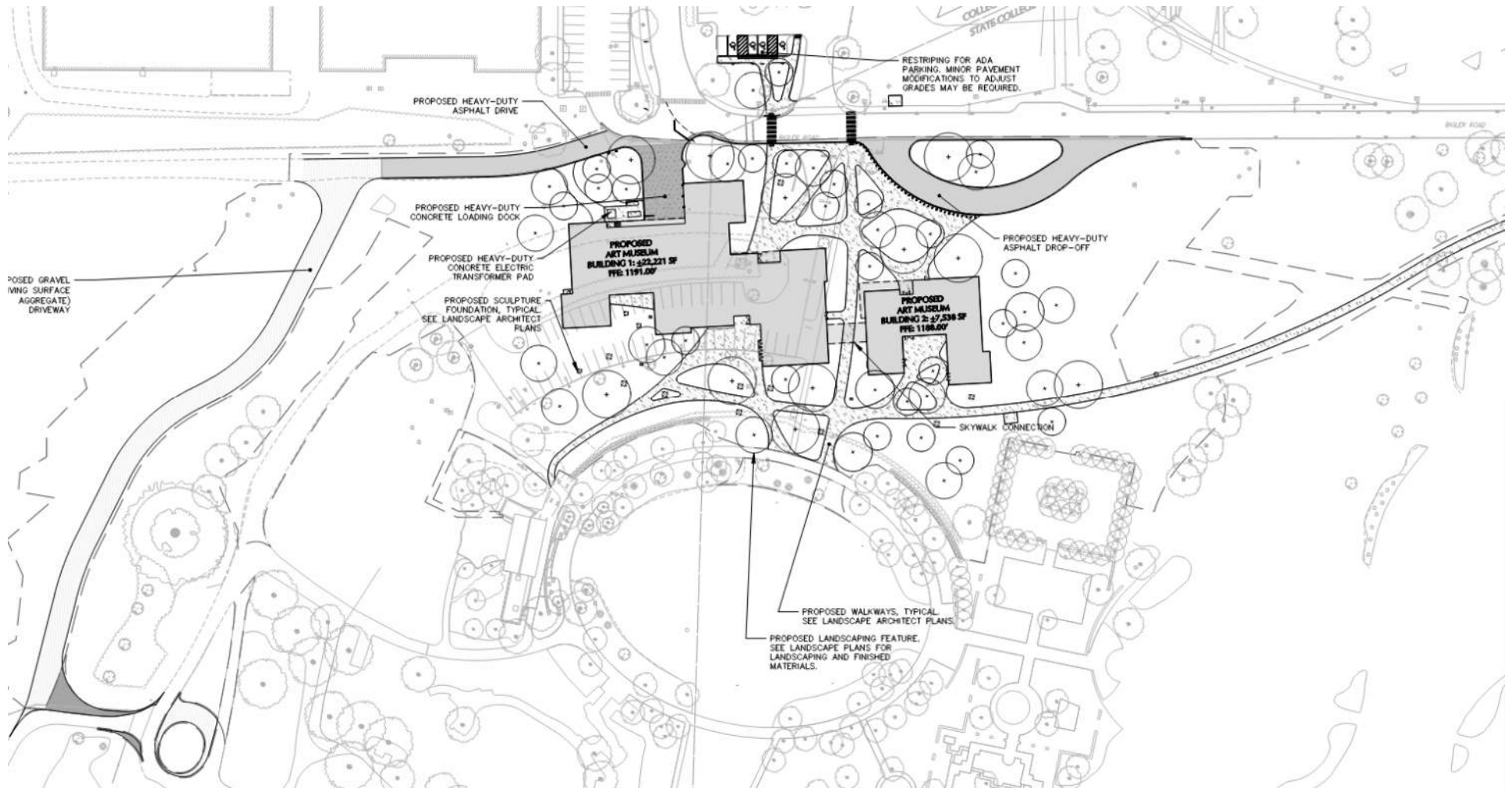
- » 71,000 SF Comprised of Three Main Components:
  - » Gallery Wing
  - » Admin Wing
  - » Glass Bridge Connector
- » World Class Museum Serving PSU & the Public
- » Prominent Location at the Arboretum
- » Construction Start Mid-July 2021
  - » 24 Month Project Schedule

# Project Design Overview





# Project Design Overview



# Project Design Overview



# Project Design Overview





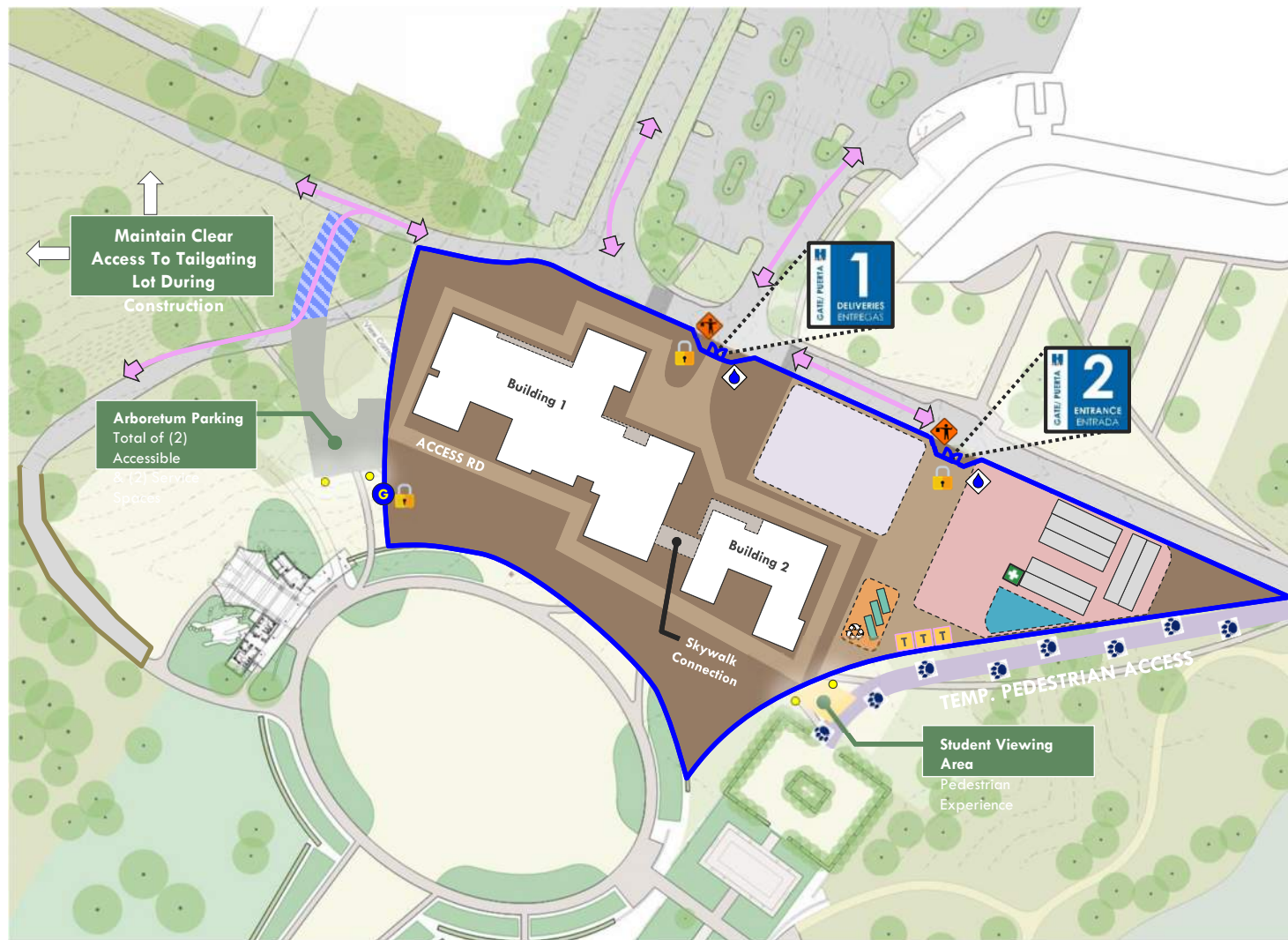
# Project Design Overview





# Project Design Overview





# LEGEND

- New Building
- Field Office Area
- Temp Asphalt Road
- Trash & Recycling Area
- Site Lighting
- Worker Break Area/ Canteen
- Steel Laydown Area
- Secured Visitor Gate
- Construction Fence with Blue Scrim
- Existing Public Vehicular Traffic
- First-Aid Station
- Truck Wash
- Temp. Restrooms



# Preconstruction Schedule

- » Prequalification Form Submitted – Friday, February 26th
- » Contract Documents Released – Monday, March 15th
- » Bids Due – Tuesday, April 6<sup>th</sup> at 3:00PM
- » Scope Meetings – Tentative, Week of April 12th thru April 26th
- » Tentative Awards – June & July 2021

# Trade Packaging

- » Bids due April 6th at 3:00 PM – Uploaded to Holder's HELIXproject web- based software platform, instructions to follow in “Invitation to Bid”
- » Late bids will not be accepted

## Trade Packages

Structural Steel  
Sitework  
Site Utilities, Wet  
Power & Telecom Ductbanks  
Shoring  
Asphalt Paving  
Hardscape / Site Amenities  
Landscape / Irrigation  
Deep Foundations  
Turnkey Concrete  
Exterior Masonry / Stone  
Glass Screening  
Waterproofing / Caulking  
Glass / Glazing  
Skylights

Roofing  
Miscellaneous Steel  
Fall Protection System  
Millwork – Gallery Casework  
Millwork – Building Casework  
Millwork – Wall & Ceiling Paneling  
Doors / Frames / Hardware  
Interior Glass  
Drywall / ACT  
Carpet / Wood Flooring  
Tile / Terrazzo Flooring  
Painting  
Polished / Sealed Concrete  
OH Doors / LDE Equipment  
Signage

Specialties  
Window Coverings  
Elevators  
Fire Protection  
Mechanical & Plumbing  
Electrical  
Security  
Voice / Data  
Controls



# Trade Packaging

## Holder Procurement Contacts

Name	Email	Phone	General Trade Responsibility Description
Jennifer Collins	<a href="mailto:jcollins@holder.com">jcollins@holder.com</a>	(972) 870-4272	Sitework, Utilities, Hardscape, Landscape, Concrete, Steel
Eric Caselton	<a href="mailto:ecaselton@holder.com">ecaselton@holder.com</a>	(623) 552-6853	Shoring, Asphalt, Deep Foundations, Millwork, Doors, OH Doors / LDE, Elevators
TaDaija Dixon	<a href="mailto:tdixon@holder.com">tdixon@holder.com</a>	(469) 480-0638	Stone, Metal Panels, Glass, Waterproofing, Skylights, Roofing
Tyler Gardner	<a href="mailto:tgardner@holder.com">tgardner@holder.com</a>	(720) 845-5739	Drywall, Painting, Flooring, Specialties, Window Coverings, Signage
Jordan Fizer	<a href="mailto:jfizer@holder.com">jfizer@holder.com</a>	(704) 357-4188	Mechanical, Controls, Electrical, Fire Protection, Security, Voice/Data

# Prequalification Process

- » Prequalification form submitted by February 26th
  - » Prequalification form available online at,  
<https://www.opp.psu.edu/project/penn-state-university-art-museum-the-arboretum>
  - » Send to phimmel@holder.com
- » Prequalification criteria:
  - » Safety
  - » Similar experience
  - » Size of company and size of past projects
  - » Current vs projected workload

# Procurement and Project Requirements

## Procurement Process

- » Holder RFP
- » Basis of Evaluation & Deliverables
  - » Pricing & Completed Scope Checklist
  - » Plan to Execute the Work
    - » Staffing
    - » Schedule
  - » Project Bond Commitment Letter
  - » Section B – Form of Proposal
  - » Section H – Scope Check List
  - » Exhibit A – DBE Supplier Form
- » PSU Specific Project Requirements
  - » Prevailing Wage
  - » Steel Procurement Act
  - » DBE Participation



# Procurement and Project Requirements

- » RFP posted to Holder's HELIXproject site
- » Contains
  - » Bid deliverables
  - » Boiler plate subcontract agreement
  - » Project specific requirements
  - » Insurance requirements
  - » Schedule

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Exhibit I - Contractor's Equal Employment Opportunity Statement	1
Exhibit J - Project Schedule	1
Exhibit K - Site Logistics Plan	1
Exhibit L - Crime Safety and Checklist	1
Payment and Performance Bonds	1

REQUEST FOR PROPOSAL  
PSJ All Members of the Association  
19 April 2021

Holder



# Procurement and Project Requirements

- » Section B, Form of Proposal
  - » Blank Form Included in RFP
  - » Complete and return with bid (Required)
  - » Fill in: trade package and bid amount \$

## SECTION B

### FORM OF PROPOSAL

1. In compliance with the Notice to Bidders and the Contract Documents, we, the undersigned, do hereby agree to provide all labor, materials, services, tools, and equipment, and to perform all of the required work to complete the:

Contract No. 1 for Trade Package: \_\_\_\_\_

For the:

PSU Project Official Name Art Museum at the Arboretum \_\_\_\_\_

PSU Project No. 00-06767\_00 \_\_\_\_\_

Located at:

The Pennsylvania State University \_\_\_\_\_

# Procurement and Project Requirements

- » Section H, Scope Checklist
  - » Sample Included in RFP
  - » Trade-specific scope checklist issued by Holder via email
  - » Complete and return with bid (Required)
  - » Will become part of contract if successful



*For Information Purposes Only, Not a Legal Document*  
Holder Construction Group, LLC  
**EXHIBIT ONE, GENERAL SCOPE OF THE WORK**  
**SCOPE CHECKLIST**

PROJECT: XXXXXXXXX  
SCOPE OF WORK: XXXXXXXXX

1	<b>General Items</b>	
2	<b>Base Bid:</b>	\$ _____
3	Reviewed and accepted Holder Construction Company's Request for Proposal package dated XXXXXXXXX (available in HELIXproject Files per your log-in information or the link outlined below), including Standard Subcontract and Exhibits A-G, L, S, T, & X.	
4	LINK WILL BE PROVIDED	
5	I acknowledge the above referenced documents in their entirety and agree that, if awarded a subcontract, these documents will be signed and executed as-is with no modifications. I acknowledge that I have the authority to accept, on behalf of (company name), the terms and conditions of this subcontract.	Signer of Contract: Signer of Contract Title:
5	Please acknowledge that per the Exhibit C, pricing contained in this scope checklist include all of Subcontractor's standard costs for insurance.	
6	Include Professional Liability coverage for engineered shop drawings per Exhibit C.	
7	Included all costs associated with Safety Coordinator requirements per the Exhibit D.	
8	Included all costs associated with Crane requirements and checklist per the Exhibit D and Exhibit T.	
9	Please acknowledge pricing is based on plans and specifications per "INSERT DWG PACKAGE NAME" documents dated "INSERT DWG PACKAGE DATE" as outlined in the Exhibit E. This includes Bulletin/Addendum XX dated YY, Bulletin/Addendum XX dated YY, and Bulletin/Addendum XX dated YY.	



# Conclusion / Next Steps

- » Questions?
- » Reminders:
  - » Prequalification Form Due by February 26th
  - » Construction Documents Issued March 15th
  - » Bids Due April 6<sup>th</sup> at 3pm



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