# B. Project Approach

## Organizing the Project/ Project Management

Our first task at hand would be to finalize the project team, revisit the construction documents and evaluate the construction site for staging and egress. Scheduling is extremely critical. We will be highly focused on a scheduling strategy in the event that this project is awarded to Vitus Construction. If chosen, we will immediately move forward with role assignment and fine tuning the proposed schedule.

The most important aspect in the initial scheduling process are the requirements and wishes of the owner. Throughout this project we will offer ideas on how to expedite and mitigate the successful completion of this project within budget and on time. The proposed construction schedule will be evaluated to facilitate planning and successful completion of the project. The project schedule will then be distributed to all team members to ensure all are aware of project progress.

Vitus Construction will play an active role in recognizing potential budget overruns and will make recommendations for substitute materials or construction methods. We will identify areas of potential constructability issues, suggest alternate materials and methods to attain the best possible cost and review lifecycle cost issues. Vitus Construction will actively investigate product availability to prevent possible construction delays and will research specialty items requiring long lead times. If a particular specified material or product will impact the progress of the project, we can explore alternate products. Vitus will examine the documents regularly to assist with completeness and clarity.
We will provide individual attention to each area of the project with a fully competent staff. We have strategized to ensure that our crew is available during your timeline for successful completion with quality, function and within cost.

Once the contract has been finalized, subcontracts and purchase orders will be issued. The project team will be assembled, and all participants will be asked for their agreement to the construction goals, schedule and requirements. Clear communication is essential for a smooth process to meet the goals and schedule of our clients.

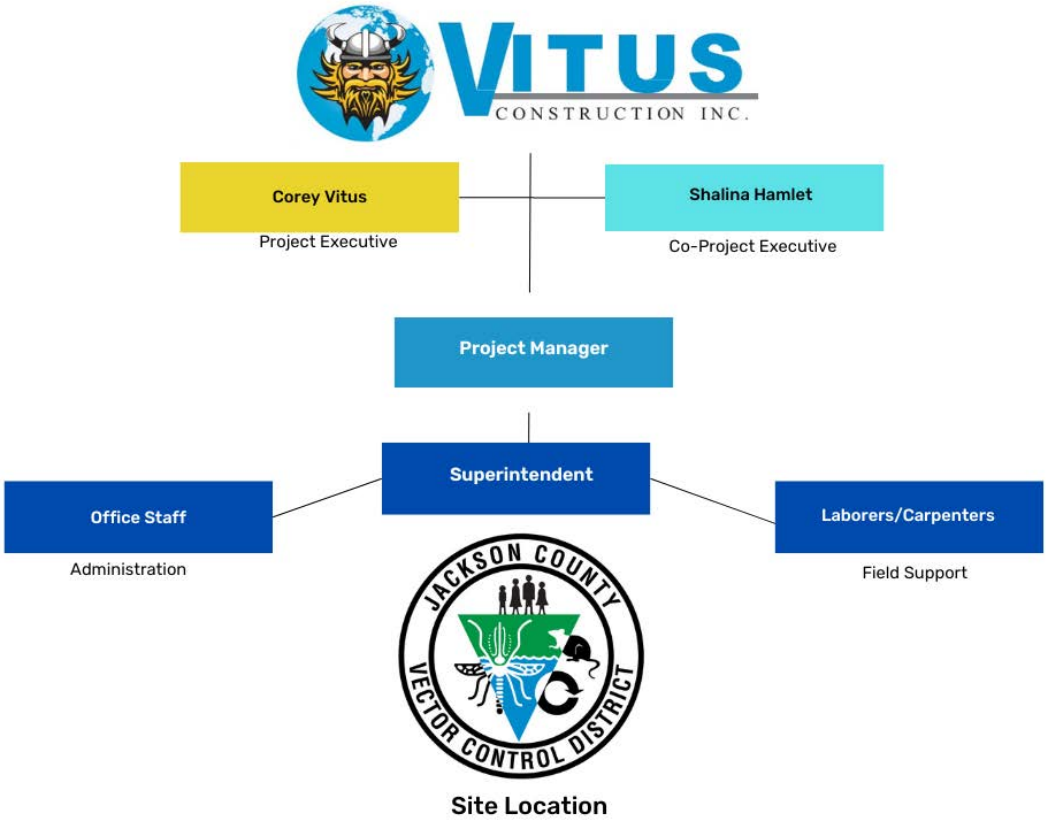
Vitus Construction will respond quickly to requests made by the owner, consultants, governing authorities and subcontractors. Weekly job meetings will commence once construction has begun. Scheduling, safety and submittals will be prioritized. We will also identify potential delays, manpower needs, cost impacts and other pertinent issues. All members of the project team will have a forum for their concerns and needs at these meetings. Management efforts will also include a comprehensive construction schedule.

## Organizing the Project/ Project Management Continued

Our project manager will ensure facilities are onsite for storage and personnel use as well as ensuring security measures are in place. He will visit the jobsite weekly to evaluate with the project superintendent and punch out work as the project progresses to assure that the best product is achieved. Progress will be monitored, and inspections called in as soon as conditions allow. Daily communication will be facilitated between the field, office and design professionals. This liaison is critical to keeping the project moving forward toward completion.

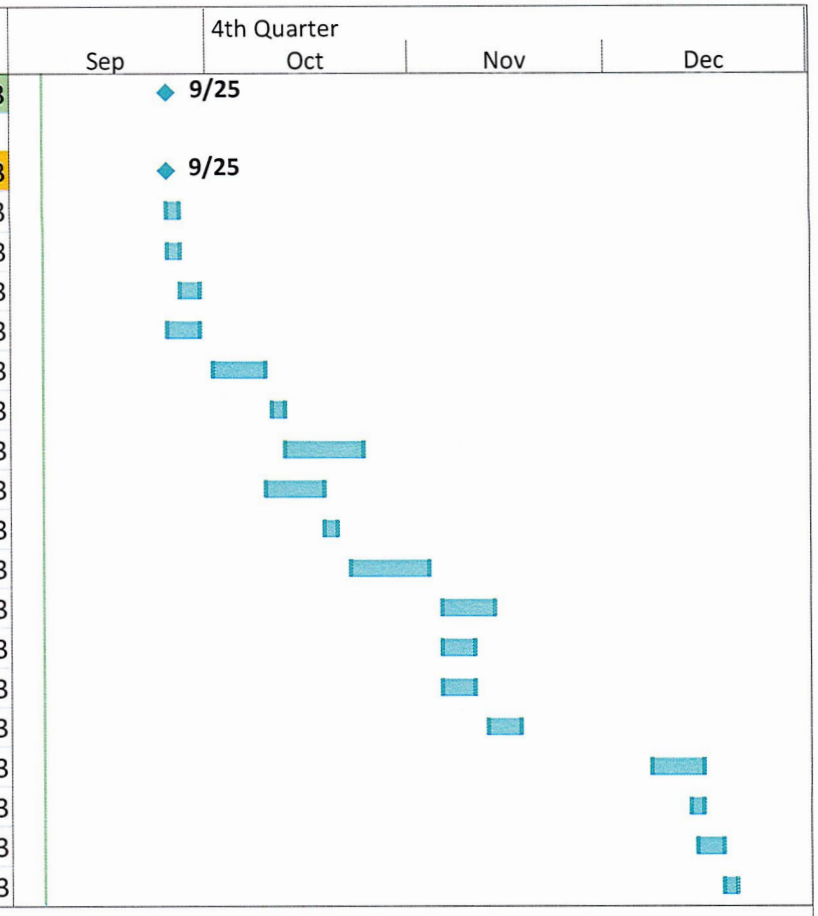
Our accomplished site superintendents are experienced in various project types for public agencies. Vitus Construction assures our superintendent selected will remain dependable and focused for throughout the entirety of construction. He will complete daily logs recording the weather, personnel on site, problems encountered and all necessary pertinent information relevant to the progress of the job. The superintendent will furnish weekly updates to the subcontractors and suppliers. He will also document any field conditions necessitating changes and will refer them immediately to all necessary team members. He will maintain an organized, clean and safe worksite which will also benefit the ultimate cost and progress of the job.

A baseline schedule will be created using input from the subcontractors, suppliers and the owner. Vitus Construction feels that the schedule is key to completing the project on time and within budget. As the project progresses, any deviation from the schedule will be met with strategies to get the project back on track and can be discussed at our weekly construction meetings. We will welcome Jackson County Vector Control District to offer input and ideas. The schedule will be updated weekly with course corrections, if needed, to ensure the completion date is met.



# C. Proposed Project Timeline

| ID | | Task Name | Duration | Start | Finish |
|---|---|---|---|---|---|
| 1 | | **Jackson County Vector Control** | 0 days | Mon 9/25/23 | Mon 9/25/23 |
| 2 | | | | | |
| 3 | | **1. Building** | 0 days | Mon 9/25/23 | Mon 9/25/23 |
| 4 | | Permits (Submitted Prior) | 2 days | Mon 9/25/23 | Tue 9/26/23 |
| 5 | | Excavation | 2 days | Mon 9/25/23 | Tue 9/26/23 |
| 6 | | Place Slab | 3 days | Wed 9/27/23 | Fri 9/29/23 |
| 7 | | Demolition | 5 days | Mon 9/25/23 | Fri 9/29/23 |
| 8 | | Framing | 6 days | Mon 10/2/23 | Mon 10/9/23 |
| 9 | | Windows | 2 days | Wed 10/11/23 | Thu 10/12/23 |
| 10 | | Siding | 8 days | Fri 10/13/23 | Tue 10/24/23 |
| 11 | | M/E/P Rough & Top Out | 7 days | Tue 10/10/23 | Wed 10/18/23 |
| 12 | | Insulation | 2 days | Thu 10/19/23 | Fri 10/20/23 |
| 13 | | Drywall | 10 days | Mon 10/23/23 | Fri 11/3/23 |
| 14 | | Painting | 6 days | Mon 11/6/23 | Mon 11/13/23 |
| 15 | | Cabinets | 5 days | Mon 11/6/23 | Fri 11/10/23 |
| 16 | | Doors, & Hardware | 5 days | Mon 11/6/23 | Fri 11/10/23 |
| 17 | | M/ E/ P / F Trims & Ceiling | 5 days | Mon 11/13/23 | Fri 11/17/23 |
| 18 | | Finish Flooring | 6 days | Fri 12/8/23 | Fri 12/15/23 |
| 19 | | Plumbing Fixtures | 2 days | Thu 12/14/23 | Fri 12/15/23 |
| 20 | | Toilet Accessories | 2 days | Fri 12/15/23 | Mon 12/18/23 |
| 21 | | Final Clean | 2 days | Tue 12/19/23 | Wed 12/20/23 |




Project: EPHS Ag Arena
Date: Wed 9/6/23

| | | | | | |
|---|---|---|---|---|---|
| Task | | Inactive Task | | Start-only | |
| Split | | Inactive Milestone | | Finish-only | |
| Milestone | | Inactive Summary | | Deadline | |
| Summary | | Manual Task | | Progress | |
| Project Summary | | Duration-only | | Manual Progress | |
| External Tasks | | Manual Summary Rollup | | | |
| External Milestone | | Manual Summary | | | |



P.O. Box 1097 • Gold Hill, OR 97525
Phone: 541.855.7177 • Fax: 541.855.7520 • E-mail: corey@vitusconstruction.com • CCB #63643

# D. Lump-Sum Bid
# Attachment B


P.O. Box 1097 • Gold Hill, OR 97525
Phone: 541.855.7177 • Fax: 541.855.7520 • E-mail: corey@vitusconstruction.com • CCB #63643

5.1. Bidder shall complete the Work in accordance with the Contract Documents for the following lump sum price:

| **Item Description**<br>***Deduct $11,000.00 from original bid per attached email; items 1 and 4 for savings opportunities.** | **Total Amount Dollars/Cents** |
|---|---|
| Lump Sum Bid (time, materials, equipment, expenses) | $205,900.00 |

**Two hundred five thousand nine hundred and 00/100 dollars.**

TIME OF COMPLETION

5.2. Bidder agrees the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions on or before the dates, or within the number of calendar days, indicated in the Agreement.

5.3. Bidder accepts any provisions of the Agreement as to liquidated damages in the event of failure to complete the Work, and any specified Milestones, within the Contract Times.

6. ATTACHMENTS TO THIS BID

6.1. The following documents are submitted with and made a condition of this Bid:

6.1.1. Required Bid security in the form of Bid bond.

6.1.2. Bidder's Written Responses to Requests for Information

6.1.3. Bidder Certification Form.

6.1.4. Evidence of authority to do business in the state of the Project;

6.1.5. Contractor's License No.: 63643, or a written covenant to obtain such license within the time for acceptance of Bids.

6.1.6. Subcontractor Disclosure Form (required within two hours of Bid closing).

7. DEFINED TERMS

7.1. The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

8. BID SUBMITTAL

8.1. This Bid submitted by:

If Bidder is:

An Individual

Name (typed or printed): _____

By (signature): _____

Doing business as: _____

A Partnership

Partnership Name: _____ (SEAL)

By: _____
*(Signature of general partner – attach evidence of authority to sign)*

Name *(typed or printed)*: _____

A Corporation

Corporation Name: Vitus Construction Inc (SEAL)

State of Incorporation: Oregon

Type (General Business, Professional, Service, Limited Liability): _____

By: _____
*(Signature – attach evidence of authority to sign)*

Name (typed or printed): Corey E. Vitus

Title: President (CORPORATE SEAL)

Attest: _____
*(Signature of Corporate Secretary)*

Date of Qualification to do business in Oregon is:
6/19/1989.

A Joint Venture

Joint Venturer Name: _____ (SEAL)

By: _____
*(Signature of joint venture partner – attach evidence of authority to sign)*

Name (typed or printed): _____

Title: _____

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

Bidder's Business Address: 612 2nd Avenue, Gold Hill, Oregon 97525

Phone No.: 541-855-7177 FAX No.: 541-855-7520

E-mail: corey@vitusconstruction.com

SUBMITTED on September, 7, 2023

Oregon Contractor's License No.: 63643

Contractor's License Class (where applicable): Commercial/Residential General Contractor Level 1

Bidder is an Oregon company as defined in ORS 279A.120.

✓ Yes _____ No

**END OF SECTION**