



Hurst-Rosche, Inc.

James W. Roth, PE, PLS  
President

April 7, 2025

SUBJECT: Sandoval HS Toilet Renovations  
Sandoval C.U.S.D. 501  
859 West Missouri Avenue,  
Sandoval, Marion County, Illinois

re: H-R 150-0175

Mr. Matt Dannaman  
Superintendent  
Sandoval C.U.S.D. No. 501  
859 West Missouri Avenue  
Sandoval, Illinois 62882

Dear Mr. Dannaman:

A pre-bid meeting for the subject project was held at Sandoval C.U.S.D. No. 501 High School Library on April 2, 2025 at 3:00 PM. The attendance sheet is attached.

Mr. Downen reviewed the scope of work and reminded the contractors of the following:

- Bids will be received until 2:00 PM local prevailing time on Wednesday, April 16, 2025. Ensure Hurst-Rosche or District personnel time stamp your bid upon arrival.
- Plans are available for free view at our Hillsboro office at 1400 E. Tremont Street, at several plan houses, and on our website at [www.hurst-rosche.com](http://www.hurst-rosche.com).
- Bidders may request a hard copy of the drawings and specifications from Hurst-Rosche, Inc. for a non-refundable deposit of \$30.00 (\$40.00 if mailed), or at a minimum, bidders must obtain clean copies of bid forms from Hurst-Rosche, Inc. by paying a non-refundable deposit of \$10.00 to submit a bid for their project.
- Contractor should submit two copies of their bid and bid should include list of subcontractors as provided in project manual.
- Bidders will be required to provide bid security of a sum no less than 10% of the bid sum.
- Bids will be required to be submitted on a condition of irrevocability for a period of 45 days.
- The Owner requires that the project is to be substantially complete by August 8, 2025.
- The first day available for construction will be approximately June 2, 2025. An earlier start date may be available if the school district is not forced to use any snow or emergency days.

Jeremy Connor, PE  
Vice-President of Operations

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[www.hurst-rosche.com](http://www.hurst-rosche.com)

Mr. Dannaman  
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- The last date to submit RFI's is April 9, 2025. Please use the form supplied in the project manual and e-mail to [tdownen@hurst-rosche.com](mailto:tdownen@hurst-rosche.com).
- The last date to issue an addendum will be April 11, 2025.
- Owner is exempt from payment of Federal and Illinois Department of Revenue's Use and Sales Tax on material entering permanently into structure.
- Background checks, no smoking on school property and other Illinois statutes related to school district work also apply.

Q- What warranty is required?

A- Manufacturer warranties are described in individual specification sections. We will investigate the required workmanship warranty and address by Addendum #1 as necessary.

Q- Does any demolition include the removal of asbestos?

A- No.

Q- What do the switches at the bathroom entrances control?

A- We will address this by Addendum #1.

The meeting was adjourned and all interested attended a walk-through of the project site.

If there are any additions or corrections to the minutes, please notify our office in writing.

Sincerely,  
HURST-ROSCHE, INC.



Timothy L. Downen, AIA, LEED AP

TLD

Enclosures

# HURST-ROSCHÉ, INC.

## ATTENDANCE RECORD

Project No.: HR 150-0175  
Project: Sandoval HS Toilet Renovations  
Sandoval C.U.S.D. 501  
859 West Missouri Avenue,  
Sandoval, Marion County, Illinois

Meeting Description: Pre-Bid Meeting  
Date: April 2, 2025

### Attendant

	Name	Representing	Phone	E-mail
1.	Tim Downen	Hurst-Rosche	217-532-3959	tdownen@hurst-rosche.com
2.	RICHARD JOHANNES	JOHANNES CONST.	267-2545	
3.	Greg Tate	Tates Plumbing	618-322-6482	gregt@Hotmail.com
4.	Drew Shores	Shores Builders Inc	618-510-3997	dshores@shoresbuilders.com
5.	Preston Johannes	Johannes Const	618-322-3605	preston@johannesconstructioninc.com
6.	Fred Ritchey	Haier Plumb.	618-792-7757	FredRitchey@Haierplumbing.com
7.	Brandon Brockmier	RCS	618-410-2506	brockmier@construction
8.	Stephen Porcell	TS Plumbing	618-392-1289	tsplumbingstep@ <sup>gmail.com</sup> gmail.com
9.	CRAIG MAYER	INDMECH	618-532-4703	Jcmayer@Imechanical.us
10.	Casie Byerley	Ind. Mech.	618-532-4703	Casieb@Imechanical.us
11.	SHAWN CARPENTER	IMC	618-532-4703	SHAWN@IMECHANICAL.US
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