



Hurst-Rosche, Inc.

James W. Roth, PE, PLS
President

February 6, 2025

SUBJECT: Floor Tile Replacement – Phase 2
Morrisonville Elementary School / High School
Morrisonville C.U.S.D. No. 1
Morrisonville, Christian County, Illinois re: H-R 150-1363

Mr. Patrick Murphy
Superintendent
Morrisonville C.U.S.D. No. 1
301 School Street
Morrisonville, Illinois 62546

Dear Mr. Murphy:

A pre-bid meeting for the subject project was held at Morrisonville C.U.S.D. No. 1 High School Library on February 4, 2025, at 3:00 PM. The following were in attendance:

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 Friday, February 14, 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.
- 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 1, 2025.

Jeremy Connor, PE
Vice-President of Operations

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- The last date to submit RFI's is February 6, 2025. Please use the form supplied in the project manual and e-mail to tdownen@hurst-rosche.com.
- The last date to issue an addendum will be February 10, 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- Is there more information on background checks?

A- The District uses "The Firm" out of Springfield IL. However, any accredited fingerprint based background check will be acceptable. The Firm can have results within 24 hours. Background checks WILL be required for contractors working at either site.

Q- Are new floor stops required?

A- No.

Q- Are propane torches an allowable removal method?

A- No, infrared heat is the preferred removal method.

Q- Who is responsible for providing and coordinating electrical connections for heat machines?

A- The contractor is responsible. There is no local electrical sub-contractor that the District uses on a frequent basis.

Q- Is there additional information on 77 IAC 855.430?

A- Yes, see

www.ilga.gov/Commission/jcar/admincode/JCARTitlePart.asp?Title=077&Part=0855

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 ENGINEERS, INC.

PROJECT: _____ SHEET NO.: _____ OF: _____
 COMPUTATIONS FOR: _____ DESIGNED: _____ DATE: _____
 JOB CODE: _____ CHECKED: _____ DATE: _____

<u>Name:</u>	<u>Company:</u>	<u>Phone:</u>	<u>Email:</u>
Tim Downen	Hurst-Rosche	217-532-3959	tdownen@hurst-rosche.com
John Garrick	DEM Services	708-544-2244	jgarrick@demservices.com
JOE MARKO	Midwest Const.	217-502-4222	joe.mcc-services.com
Will Featon	AC Environmental	418-570-1587	Will@acenviro.com
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