



HURST-ROSCHE, INC.

**ROOF RENOVATIONS
HOUSING AUTHORITY GALLATIN COUNTY
117 WEST WILSON AVENUE
SHAWNEETOWN, GALLATIN COUNTY, ILLINOIS**

**DATE: 04/16/2024
TIME: 10:00 CST**

SUBJECT: Pre-Bid Meeting for
H-R No. 390-1263
Roof Renovations / Housing Authority Gallatin County
Tuesday, April 16, 2024

PRE-BID MEETING AGENDA:

1. Introductions and Attendance Sheet sign-in.
2. Review of Documents
 - a. Instructions to Bidders
 - b. Bid Form and Supplements – Note Alternate 1
 - c. Bids Due Thursday, May 2, 2:00 pm, at 117 West Wilson, Shawneetown
 - d. Project Summary
 - Roofing Work
 - Wall Reinforcement
 - e. Remaining Front-End Sections
 - f. Technical Specifications
 - g. Drawings
 - h. Schedule
3. Owner Items
 - a.
 - b.
4. Designer Items
 - a.
 - b.
5. Contractor Questions
 - a.
 - b.
6. Adjourn indoor portion of meeting.
7. Visit Project Sites.
 - a. Unit 123 – Shawneetown (Alternate 1)
 - b. Unit 5 & Unit 8 – Ridgway (Base Bid)



**Roof Renovations – Housing Authority Gallatin County
HR Project # 390-1263**

Hurst-Rosche, Inc. 200 North Market Street Marion, Illinois 62049 tel. 618-998-0075

Purpose:	Pre-Bid Meeting	Date:	April 16, 2024 (Tuesday) 10:00 AM
Location:	Housing Authority Office 117 West Wilson Street Shawneetown, Gallatin County, IL	By:	Karl Tabor

Participants:

Joe Lane	Lane Erectors	618-841-1618	office@LaneErectors.org
Danny Page	Housing Authority	618-269-3080	
Karl Tabor	Hurst-Rosche	618-998-0075	ktabor@hurst-rosche.com

Item #: Meeting Item: Meeting Information:

1. REVIEW OF PROJECT DOCUMENTS – SPECIFICATIONS / DRAWINGS

- a. Reviewed Invitation to Bid and Instructions to Bidders. Architect to review Certified Payrolls.
- b. Reviewed Alternate 1: Entirety of Work on Shawneetown Unit 123 (123 West Wilson), while Base Bid is Entirety of Work at Unit #5 and Unit #8 in Ridgway.
- c. Reviewed Roofing Work.
- d. Reviewed Wall Reinforcement Work.
- e. Known/anticipated Addendum 1 items noted: drywall thickness to match existing at patch locations, modified structural note, approved equal standing seam roof.
- f. Discussed schedule. Long lead-times are not

Drawing items to correct noted.

In discussing SW-1 (requires only one Hold-down at each end and wall patch/paint) and SW-2) (also requires additional studs, interior sheathing, additional anchors, and gyp. board & paint over new sheathing), we determined that length of each SW-2 and any wall-mounted devices on SW-2 would be necessary for bidding purposes.

anticipated for either trusses or metal roofing components

- g. Concluded indoor meeting and went to review work sites.

2. WALK-THROUGH OF PROJECT SITES

- a. 123 West Wilson, Shawneetown (Alternate 1):
 - i. Outside areas measured at SW-2 locations and interior surfaces checked for wall-mounted devices. Measurements are not accurate descriptions of SW-2, but give an approximation. Found (2) at ~32" w/ no electrical, and (2) at ~49" with (2) outlets ea.
 - ii. Question of whether existing fascia metal could remain. Not at this point, but open to it.
- b. Unit 5, Ridgway:
 - i. Outside areas measured at SW-2 locations and interior surfaces checked for wall-mounted devices. Measurements are not accurate descriptions of SW-2, but give an approximation. Found (2) at ~45" with (1) switch and (1) outlet, and (2) at ~48" w/ no electrical.
 - ii. Review of Site and Staging. Noted that staging would work better from the north, due to trees.
- c. Unit 8, Ridgway:
 - i. Review of Site and Staging. Noted that staging would work better from the north and west, due to low power lines to south.
- d. Walk-thru concluded at approximately 12:00 noon.

The above constitutes the writer's understanding of items discussed and decisions reached. Notify writer of requested changes or corrections within (7) business days of receiving minutes. Otherwise, these minutes shall act as the official record of the meeting described above.

Copy to: Meeting Participants, Project Team Leads, Project Folder
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ATTENDANCE RECORD

Project No.: HR 390-1263
Project: Roof Renovations
Housing Authority Gallatin County
117 West Wilson Avenue, Shawneetown, Gallatin County, Illinois

Meeting Description: Pre-Bid Meeting

Date: April 2, 2024

~~11:00~~ AM 10

10:00

Attendant

	Name	Representing	Phone	E-mail
1.	Karl Tabo	Hurst-Rosche	618 998.0075	ktabo@hurst-rosche.com
2.	Joe Lane	Lane Erectors	618-841-1618	office@LaneErectors.org
3.	Danny Page	Housing		
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