



HURST-ROSCHE, INC.

**NEW OFFICE
CHRISTIAN COUNTY SHERIFF'S DEPARTMENT
214 WEST MARKET STREET
TAYLORVILLE, CHRISTIAN COUNTY, ILLINOIS**

**DATE: 04/02/2024
TIME: 11:00 CST**

SUBJECT: Pre-Bid Meeting for
H-R No. 390-1533
New Office / Christian County Sheriff's Department
Tuesday, April 2, 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
 - c. Bids Due Thursday, April 18, 11:00 am at Christian County Courthouse
 - d. Project Summary
 - 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 sit-down portion of meeting.
7. Walk-Thru of Project Site.



Christian County Sheriff's Office
214 West Market, Taylorville, IL
HR Project # 390-1533

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

Purpose:	Pre-Bid Meeting	Date:	April 2, 2024 11:00 AM
Location:	214 West Market Street, Taylorville, Christian County, Illinois	By:	Karl Tabor

Participants:

Ray Vollintine	Vollintine Construction	217-522-6952	shane@RLVollintine.com
Donna Dowers	Flooring Oasis	217-620-0450	donnahplconstruction@gmail.com
Brian Patton	Johnco	309-359-3000	estimating@johncoconstruction.com
Karl Tabor	Hurst-Rosche	618-998-0075	ktabor@hurst-rosche.com
Jim Baker	CCSD	217-825-0091	jbaker@chrisiancountysheriff.com
Mike Pinkston	Flooring Oasis	217-853-1264	vickie@flooringoasis.com
Tim Canaday	Bodine Electric	618-521-1009	Tcanaday@Bodinemail.com

Item #: Meeting Item: Meeting Information:

1. **REVIEW OF PROJECT DOCUMENTS – SPECIFICATIONS / DRAWINGS**
 - a. **Addendum Acknowledgements – 00 21 14** **No 24-hour requirement**
 - b. **Project Duration / End Date** **July 15 to be modified – set number of days from contract to completion.**
 - c. **LVT at 09 65 13 (Paragraph 2.1 – pp. 2-3)** **To be removed.**
 - d. **Review of Project Manual** **No questions**
 - e. **Review of Project Drawings** **No questions**
2. **WALK-THRU OF PROJECT SITE**
 - a. **Walked First Floor, front-to-back, reviewing work in project.**
 - b. **Carpet at First Floor installed over tile. Tile mastic found to be black – potential ACM.** **Owner and Architect investigating. Proceed with no change until further notice.**

- | | |
|--|---|
| c. Existing carpet at First Floor shown to remain (south of new wall from Waiting, east of new Deputy Squad Room). | Will be changed to new carpet tile to edge of first step. Addition of stair nosing accessory to 09 65 13. |
| d. Wall between Investigator Offices. | Potential direct connection by additional door or additional sliding window. Proceed with no change until further notice. |
| e. Data jacks at future Interview Rooms. | Data access to be removed and blank cover plates installed – two (2) locations. Add note at ED-101 / E-101. |
| f. Walked Basement, front-to-back, reviewing work in project. | |
| g. Existing carpet at front Meeting Room (future Training Room) | Carpet found to be directly glued to concrete slab. |
| h. Door to Evidence Storage in Basement. | This door to be removed from the Master Key System. |
| i. Existing wall-mounted heater in Basement. | Relocated / oriented to continue heating south basement areas outside new Evidence Storage, as indicated on sheet M-101. |
|
 | |
| 3. FOLLOW-UP ITEMS | |
| a. Roof Access requested | Ladder not available. Access roof by arrangement with Chief Deputy Jim Baker. |
| b. Confirmation of Pre-Bid Meeting Status | Pre-Bid Meeting was not mandatory for bidding the project. |

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

x:\projects\current\390-1533 christian co sheriff 214 w market remodel\correspondence\bidding\meeting minutes pre-bid 390-1533 - 20240402.doc

HURST-ROSCHE, INC.

ATTENDANCE RECORD

Project No.: HR 390-1533
Project: New Office
Christian County Sheriff's Department
214 West Market Street, Taylorville, Christian County, Illinois

Meeting Description: Pre-Bid Meeting
Date: April 2, 2024
11:00 AM

Attendant

Table with 4 columns: Name, Representing, Phone, E-mail. Contains handwritten entries for Karl Tabara, Ray A. Vollintine, Mike Pinkston, Brian Patten, Jim Baker, Donna Dowers, and Tim Canada.