



Hurst-Rosche, Inc.
James W. Roth, PE, PLS
President

March 5, 2021

Ms. Kathy Clark
Superintendent
Johnston City CUSD #1
200 E. 12th St.
Johnston City, IL 62951

RE: Johnston City High Roof Replacement and Restoration
Johnston City High School
Johnston City CUSD #1
Johnston City, Illinois
HR #520-3500

Dear Ms. Clark:

A mandatory pre-bid meeting for the above project was held at the Johnston City High School on March 4, 2021, at 2:00 P.M.. See the attached sign in sheet for attendance.

The meeting was opened.

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

- Bids will be received until 2 p.m. local prevailing time on Thursday, March 11, 2021, at the Hurst-Rosche, Inc. Marion Office.
- Plans are available for viewing at our Marion office at 200 North Market Street, and the following Plan Rooms: McGraw-Hill Construction, iSqFt Planroom, AGC of Western Kentucky, Southern Illinois Builders Association, Reed Construction and on our website (www.hurst-rosche.com).
- Bidders must obtain plans in order to submit a bid. A non-refundable deposit of \$25 (\$35 if mailed) will be required to obtain plans.
- Pre-Bid was MANDATORY and only those Contractors in attendance will be allowed to submit a bid, subcontractors are not required to be at the pre-bid.
- Contractor shall submit two copies of their bid and bid should include a list of subcontractors.
- Bidders will be required to provide bid security of a sum no less than 5% of their bid sum.
- Bids will be required to be submitted under a condition of irrevocability for a period of 60 days.
- The owner requires the project to be substantially complete by July 31, 2021.
- The last date to submit RFI's is end of business day March 4, 2021. Please use the form supplied in the project manual and e-mail to dpool@hurst-rosche.com
- An addendum, if needed, will be issued no later than March 8, 2021.

David D. Pool, AIA, NCARB

James L. Siefert, PE

200 N. Market St.
Marion, IL 62959
(t) 618.998.0075

www.hurst-rosche.com

Meeting Minutes
March 5, 2021
Page 2

- As a state of Illinois school project, the owner is exempt from paying sales tax, and the project shall be tobacco and drug free.
- Background checks can be scheduled and performed by the local Regional Office of Education located in Murphysboro, IL. Contractor will be responsible for costs.
- Contractor is required to provide the builders risk insurance.
- Contractor is required to provide full time supervision on the job when work is going on.
- All Contractors were afforded an opportunity to tour the respective work areas at the school.

No questions were asked or answered at this meeting.

These meeting notes are considered a part of the contract bid documents.

The meeting was adjourned.

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

Sincerely,

HURST-ROSCHE, INC.



David Pool, AIA, RLA

DP:cm

Enclosures

JOHNSTON CITY HIGH SCHOOL REROOFING AND RESTORATION
 JOHNSTON CITY HIGH SCHOOL
 JOHNSTON CITY CUSD #1
 JOHNSTON CITY, WILLIAMSON CO., ILLINOIS
 HR # 520-3500
 MANDATORY PRE-BID MEETING: THURSDAY, MARCH 4, 2021 AT 2:00 PM
 AT JOHNSTON CITY HIGH SCHOOL, 1500 JEFFERSON AVENUE, JOHNSTON CITY, IL 62951

ATTENDANCE RECORD

	Name	Representing	Phone	Email
1	<u>Mark Stanton</u>	<u>Geissler Roofing</u>	<u>618-277-7727</u>	<u>mstanten@geissler</u>
2	<u>Dryann Stephenson</u>	<u>EURARD CO.</u>	<u>618-997-8997</u>	<u>Estimating@EurardCo.com</u>
3	<u>Alex Baine</u>	<u>Baine Roofing</u>	<u>618-549-7003</u>	<u>Alex@Baineroofing.com</u>
4	<u>Jon Nast</u>	<u>Joiner Roofing</u>	<u>618-664-4488</u>	<u>cindy@Joinersm.com</u>
5	<u>Scott Harris</u>	<u>TREMCO</u>	<u>618-781-5299</u>	<u>sharris@tremcoinc.com</u>
6	<u>Matt Brendel</u>	<u>Martin Roofing</u>	<u>618-537-6101</u>	<u>mbrendel@martinroof.net</u>
7	<u>JEFF WILK</u>	<u>GLANDT RFA</u>	<u>618-978-0179</u>	<u>JEFF@GLANDTRFA.com</u>
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