



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

July 15, 2020

Dr. Andrea Evers
Superintendent
Murphysboro CUSD #186
593 Ava Rd
Murphysboro, IL 62966

RE: Murphysboro Middle School Small Gym Floor Replacement
Murphysboro Middle School
Murphysboro CUSD #186
Murphysboro, Illinois
HR #365-1750

Dear Dr. Evers:

A pre-bid meeting for the above project was held at the Murphysboro CUSD #186 Unit office on July 14, 2020, at 10:00 A.M. See the attached sign in sheet for attendance.

The meeting was opened.

Mr. Siefert 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, July 23, 2020 at Murphysboro CUSD #186 unit office.
- Plans are available for viewing at our Marion office at 200 North Market Street, at several plan houses, and on our website (www.hurst-rosche.com).
- Bidders must obtain plans in order to submit a bid. A non-refundable deposit of \$40 (\$50 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 30 days.
- The Owner requires the project to be substantially complete by December 31, 2020. Liquidated damages are \$1000/day.
- The last date to submit RFI's is July 17, 2020 by 4:30 p.m. Please use the form supplied in the project manual and e-mail to jsiefert@hurst-rosche.com and jsargent@hurst-rosche.com
- An addendum, if needed, will be issued no later than July 20, 2020.
- 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.
- The school district has already requested the required building permit from the ROE.

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

July 15, 2020

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- Contractor is required to provide full time supervision on the job when work is going on.
- Students will be in the school during construction.

Scope of the project is as follows:

- Base Bid: Removal of existing floor system and the installation of a new wood gym floor with all associated lines and logos

Items that are known now and will be clarified in these notes or by addendum are as follows:

- The existing floor system has been tested for asbestos and the results show that there is not any asbestos present
- Contractor may use the door on the east side of the gym to place materials into and out of the work area.
- Existing quarter round will need to be either re-installed or replaced
- Existing Velcro located at the north and south end of the floor will need to be removed and reinstalled.
- Contractors should take note of the required unit prices that need to be submitted with their bids.
- Wood gym floor installer is required to have installed similar floors for more than the past 5 years. Installer will be required to provide a list of floors that they have installed along with references for each.
- All material that is demo' d should be removed from the site.

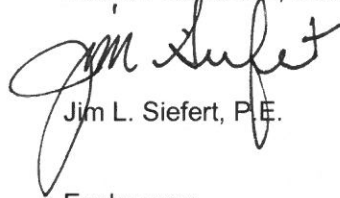
These meeting notes are considered a part of the contract bid documents.

The meeting was adjourned.

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

Sincerely,

HURST-ROSCHE, INC.



Jim L. Siefert, P.E.

Enclosures

HURST-ROSCHE, INC.

ATTENDANCE RECORD

Project No.: HR # 365-1750
Project: Murphysboro Middle School Small Gym Floor
Murphysboro CUSD #186
Murphysboro, IL

Meeting Description: Pre-Bid
Date: July 14, 2020
Time: 10:00 a.m.
Place: Administration Building

Attendant

	Name & Title	Representing	Phone Number	E-Mail Address
1.	Jim Siefert	Hurst-Rosche	618-616-6937	jsiefert@hurst-rosche.com
2.	Jared Dillman	Errard Co.	618 997 8997	Estimating@errard.co
3.	Josh Wilkins PM	Fager-McGee	618-687-3900	bids@fager-mcgee
4.	Steve Carrington	CUSD 186	618-201-2186	scarrington@mhs.org ^{Com}
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