



Hurst-Rosche, Inc.

James W. Roth, PE, PLS
President

December 15, 2021

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

RE: Gym Roof Replacement
Murphysboro Middle School
Murphysboro CUSD #186
Murphysboro, Illinois
HR #365-3141

Dear Dr. Evers:

A pre-bid meeting for the above project was held at the Murphysboro CUSD #186 Unit office on December 14, 2021, 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 10 a.m. local prevailing time on Tuesday, December 21, 2021 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).
- 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, 2022. Liquidated damages are \$1000/day.
- The last date to submit RFI's is December 16, 2021. Please use the form supplied in the project manual and e-mail to jsiefert@hurst-rosche.com.
- An addendum, if needed, will be issued no later than December 17, 2021.
- 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.

David D. Pool, AIA, NCAB

James L. Siefert, PE

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

Questions:

Q - what is the current thickness of roof?

A - varies 4" – 7"

Meeting Minutes
December 15, 2021
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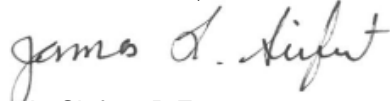
These meeting notes are considered a part of the contract bid documents.

The meeting was adjourned.

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

Sincerely,

HURST-ROSCHE, INC.

A handwritten signature in cursive script that reads "James L. Siefert".

Jim L. Siefert, P.E.

JLS:wlb

Enclosures

Jim Siefert HR

jsiefert@hurst-roche
618-616-6937

~~John~~ John Tune

Kehrer Bros West

Tim Atwood

TATwood@taylorroof
.com

DARRIN Ripley

DRipley@mhs.org

Mark Stanton

Martin Roofing

JEFF WIK

GLANDT RIG

Adam MacFarlane

Fager McGee