

**MIDDLETON ASSOCIATES INC.
PRE-BID MEETING MINUTES
KINGSLEY JR. HIGH SCHOOL HVAC RENOVATION AND GEOTHERMAL
January 20, 2019 Meeting, 10:00 a.m., Kingsley JHS, Room 12**

Attendees:

Randall Middleton	Middleton Associates	rand@miltonassociates.net	309/452-1271
Wayne Strobe	MMEA	wayne@mmeaeng.com	573/636-2116
Joe Adelman	Unit 5 - District Warehouse	adelmanj@unit5.org	309/557-4101
Jeremy Dodson	Mid-Illinois Mechanical, Inc.	jdodson@midilmech.com	309/82800459
Tom Pankau	A & R Mechanical Contractors, Inc.	tpankau@ar-mech.com	217/367-4227
Adam Branson	WM Master's Inc.	Adam.branson@wmmasterisinc.com	309/662-8481
Diane Kraft	IL Prairie Electric	info@ipelec.biz	309/664-0162
Terry Gaddy	IL Prairie Electric	info@ipelec.biz	309/664-0162
Scott Luginbuhl	Central Illinois Electrical Services	scott@cieselectric.com	390/251-7572
Vince LaHood	Conrad Sheet Metal Company	vince@conradsheetmetal.com	309/829-1006
Brock Spencer	J Spencer Construction LLC	jsc@spencerconstruction.com	309/454-5885
Blake Estes	Felmley-Dickerson Co.	bestes@fdco.com	309/828-4317
Jason Brewer	Felmley-Dickerson Co.	jbrewer@fdco.com	309/828-4317
A copy will be sent to the following:			
Stacie France	Principal – KJHS	francesm@unit5.org	309/557-4407
Jason Vogelbaugh	Alpha Controls	jasonv@alphaacs.com	217/299-1379
Joseph Knochel	Klingner & Associates, P.C.	jak@klingner.com	217/223-3670
Brandon Taylor	O'Brien Brothers, Inc.	brandon@obrienbrosinc.com	309/676-7688
Doug Baer	Simplex	Douglas.baer@jci.com	309/229-2222
Ann Fair	Unit 5 Warehouse	faira@unit5.org	309/557-4100
Rob Koechle	Middleton Associates.	Rkoechlemiddletonassociates.net	309/452-1271

1. **Fire Alarm:** Simplex must be involved. Call Doug Baer 309-229-2222 or e-mail douglas.baer@jic.com.
2. **Allowance** must be added into the Base Bid for unforeseen conditions. There are no alternates at this time.
3. Change Order requirements are included in SPEC Section 00 21 13. Request for Change Order must come through Architect.
4. Addendum will come out and MAY include a lighting change which will remove and replace lights. The change **if** it comes will include some new light fixtures. The Owner is moving toward a plan that would not reinstall the removed light fixtures as indicated in Sheet E1.3 and E1.4. Until an Addendum (or Change Order after bidding) is sent bid as indicated.

- a. A later Addendum will show some additional ceiling modifications to accommodate removal of HW, HWR, CW, and CWR piping in Building Area 4.
 - b. Rooms where ceiling is not removed for existing ductwork removal and new ductwork installation, the piping may remain.
5. Where N.I.C. is indicated on Plans, the meaning is NOT IN CONTRACT.
 6. Please look at Summary of Work Section 01 0100 where a Proposed Work Schedule including work during the Summer of 2020 and 2021 is described. At the PreConstruction Meeting, this proposed schedule will be discussed and with unanimous agreement the schedule can be changed. Note that in Paragraph A.1 there is reference to removing Boilers and Chillers among other things. There are **NO** Boilers or Chillers to be removed in this project.
 7. The new Mechanical Room for the Heat Pumps to replace AHU S-12 and AHU S-13 are planned to retain the windows for possible student observation.
 8. Room 141 (a.k.a. H O2) shows a 4' x 3' slab cut by Plumbing Contractor. The ACM tile floor and adhesive will be removed over Spring Break (the last full week in March), so this work can proceed after that.
 9. Some existing wall openings for removed pipes or ductwork have been shown to be closed by masonry (brick and/CMU). Where these wall openings are less than 400 sq. in. the openings may be covered with 050 Aluminum with KYNAR 500 Sandstone Color. Where new ductwork passes through walls, try to plan to use existing pipe or ductwork penetrations. Try to use existing openings (modified of course).
 10. Remove the five (5) drawings comprising Specification Section 23 2120. The information in these sheets M5.1 through M5.5 is contained on the Mechanical sheets.
 11. The wording in paragraph 3.04 of Specification Section 23 0501 will be clarified.
 12. The painting Specification Section will be clarified so that the fin tube heating equipment attached to various walls will be removed and attachment holes will need to be filled and these areas primed and painted two coats.
 13. Exposed piping will need to be covered if it is above the floor and up to 9' high.
 14. Meeting attendees took tour of work space in this project.



RANDALL E. MIDDLETON, ARCHITECT
MIDDLETON ASSOCIATES, INCORPORATED