

March 6, 2018

TO: Pre-Bid Attendees

SUBJECT: Macomb 2018 HLS Implementation
Macomb CUSD 185
A/E Project No. 2326 0217
Tuesday, March 6, 2018 1:00 PM at Edison School, 2:00 PM MJSHS
PRE-BID MEETING MINUTES

Following are abridged minutes for the above subject meeting. A copy of the agenda including the general conditions references included items 1 thru 8 was handed out to attendees. A copy of the attendance sheet is attached.

1. Discussed highlights of Section 00 2113 Instruction for Bidders:
 - 2.A Qualifications of contractor and personnel.
 - 2.C Examination of site and bid documents
 - 2.G. Intent, completed project, do not want to hear about something missing. This would not unreasonably cover hidden problems such as deteriorated hidden conditions or concealed utilities not noted to be expected.
 - 2.16 Illinois Steel Procurement Act
 - 2.17 IDLR rules, prevailing wages, certified payrolls
 - 2.18 No sales tax.
 - 2.19 No tobacco, alcohol or drugs on site.
 - 2.20 Sexual harassment, any issues remove employees from site.
 - 2.21 Background investigation, Contractor to maintain list of employees, not employ anyone on site not allowed to be on a K-12 site by law and make sure all employees are aware that a background check can be run at any time upon the request of the school district or the Regional Office of Education. *Background checks may include fingerprint check*
2. Overview of Section 00 2413 Scope of Bid:
 - 1.1 All work single contract.
 - 1.3 Allowance:
Make sure to include the allowance of \$25,000 is in your bid, it is not an owner "add on" it is to be included in your bid amount. This is to apply toward any unexpected issues we encounter that are not consistent with what we might expect to find or for scope adjustments.
 - 1.4 Alternate bids:
None unless issued by addendum
3. Project Schedule 00 3000 – start date anticipated to be May 28, completion August 10, 2018.
 - 1.1.B.5 Note in particular schedule requirements, always coordinate with owner.
Electrical downtime for buss duct work 5 days,
a.4)a)with requested 10 hour days and minimum crew sizes to run work, we do not care if you think you can use 2 man crew to complete in 8 hours days, works the 10 hours or double shift and complete sooner.
Electrical downtime for transformer work
a.4)b) 3 to 4 day
Auditorium
a.4)c Promptly demo seating, patch floors then turn over to Owner up to 3 weeks for maintenance projects they have planned.
4. Work start: upon award, and insurance in place, and after school is out for summer.

5. Proposal 00 4000:
 - a. Base Bid
 - b. Allowance, \$25,000 is to be included in the price per Scope of Bids, and is again noted on the bid form to help you remember to include it. No alternates unless requested by addendum
 - c. Bidder Certifications you are signing off on
 - d. There is a form for voluntary alternate behind the bid form in the book.
(Not discussed but for your information, copies of all forms may be used, you do not need to submit on originals forms from the Architect, DO need original signatures).
 - e. Bids are to be delivered to and will be opened at the District office 323 W. Washington St, Macomb, IL, at the stated time and place, 2:00 p.m., March 14, 2018.
6. No addendums issued to date.
7. On line, with the documents, we will post addendums, always check there for most recent addendum to be sure you are up to date on the bid submittal.
 - Also, if we receive email questions, preferred method, we will post the response so everyone can see our interpretations.
8. Any contractor that wishes to be indicated on the Bidder / Sub-Supplier list must let us know or we will not list nor send emails of addendums or other information as may become pertinent
9. Walk thru Edison.
 - Discussed schedule, remove seating promptly in June, repair floor, carefully filled patches smoothed hard and flat suitable for owner seal coating. Turn space over to Owner for 2 -3 weeks for a variety of maintenance tasks they plan while seating is out.
 - Remove the electrical in seating, three locations each aisle for aisle lighting, cut off, patch floor and pull circuits back to panel and re-label breaker as spares if dedicated.
 - Install new seating, complete by early August.
10. Walk thru MJSHS.
 - Started in electrical entrance room, discussed replacing fuses in the switchgear from 1200 amp to 800 amp for the new service runs to Pool and Auditorium wings.
 - Question: aluminum conduit allowed across roof? CM engineering will review.
 - Fire Alarm panel located here, we will need new runs for fire alarm across roof to Pool and Auditorium wings as noted on the drawings.
 - Looked at buss bar thru the gym and where it terminates in the upper fan room. Discussed how it might be fit as not enough room for rigid sweeps
 - Looked at the transformer relocation task in the auditorium, ceiling area in dressing room where conduit will come apart to locate a pull box. Tight conditions, may require soffit in ceiling to fit pull box to core up to new transformer location.
 - Went up to fan room above, looked at where transformer will sit between the switch and the corner, need to maintain access to the lighting panel to the right and around the corner of the room. Feed for this transformer comes from the control booth rear of the auditorium.
 - Walked roof to see exterior condition, roof patching needed and wall work need
 - Looked in control booth, this is where the feeder to lighting transformer comes from also where the auditorium buss bar and fire alarm lands.
 - Looked at the two transformers we are remounting, pull boxes above ceiling, one is difficult to access but transformer is above it. Question asked, can transformer bases be oversized to allow more convenient access for risers and the new detail in the base, answer, yes reasonably so, details are schematic, so conduit may come out same side or either side, not necessarily the way it shows on the detail.
 - Walked roof, looked at transformers.
 - Looked at buss duct
 - Looked at communication raceway and wire to be removed as it is abandon

- Looked at the fire alarm raceways that will be relocated and new wire pulled as noted on the prints.
- Discussed option for running replacement for buss thru gym on roof, not practical way to do that. Perhaps a pull box could be adapted for space issue, means and methods is contractor option, but running outside the gym is not practical as no good way to get across library roof which is standing seam, so support detail won't work.

The preceding minutes of this meeting are subject to corrections, as to text and contribution. These minutes serve to indicate what the Architect's office concluded from the meeting and are not offered as a complete record of the meeting. Misunderstandings, errors and additions, if any, should be brought to the attention of this office, promptly, so any problems with minutes will not carry over or compound in the future.

Instructions and interpretations in these minutes are to be included as known information considered in the bid process.



RUSSELL W. MIDDLETON
MIDDLETON ASSOCIATES INCORPORATED

RWM/pks

Attachment: Attendance Sheet

cc: file

ATTENDANCE RECORD

Project No.: 2326 0217

Project: Macomb 2018 Health Life Safety Implementation Work
Macomb CUSD No. 185

Meeting Description: Pre Bid Meeting

Date: Tuesday, March 6, 2018

Time: 2:00 p.m.

Place: ~~Macomb Junior Senior High School~~, 323 W. Washington St., Macomb IL 61455

EDISON

Attendant Name	Representing	Phone #	E-Mail
1. MITCH LYNN	LAVERDIERS		
2. Steve Jansen	Jansen Electric		jansen@adam8.net
3. Troy Leanda	Trotter Const	836 5040	TroyLeanda@icloud.com
4. KEVIN HAYES	CM Engineering		
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