

McLean County Unit District No. 5 Chiddix Junior High School HVAC Renovation  
A/E #:23472320

Monday, January 18, 2021  
1:00 p.m. at Chiddix Junior High School  
**PRE-BID MEETING MINUTES**

Following are abridged minutes for subject meeting. See attached sheet for list of persons in attendance.

1. Make sure allowance is added to the bid presented on February 5, 2021.
2. Plumbing work is shown on General Work (Drawing D1.1) and Specification Section 22 00 00, Paragraph 1.1.
3. Closure of perimeter F.A. chase is explained on General Drawings.
4. On the roof, the large duct will be removed by General Contractor to the north wall of Mechanical Room 001. General Contractor will protect roof from damage. HVAC Contractor will remove the interior continuation of this duct to the Governair unit. The HVAC Contractor will remove three (3) exhaust fans connected by the large duct and remove from roof. General Contractor will provide 60 mil over three runners supporting the three exhaust fans EF-6, EF-7, and EF-8. This will be clarified in addendum.
5. Room 200A – This room has two 2x4 light fixtures in the ceiling to be taken down and re-installed. The closet door in this room is the location of the new 18x18" louver to be installed in the wood door to the closet. This will be in addendum.
6. Room 31 – New heat pump will be located in front of single window. Remove lower panel (same as lower panel in Detail 3/A 1.2). HVAC Contractor to install a 33"x6" louver. General Contractor to infill surround as shown in 3/A1.2. Sill of the window is 38" above floor. This will be in addendum. No new panels replacing glazing will be required.
7. Gym roof – the four (4) ventilators on the gym roof will be removed by the HVAC contractor; this is noted on the plans. The General Contractor will remove curbs and patch roof with 60 mil EPDM; this will be in addendum.
8. There probably will be a revision to the fresh air supply to the four heat pumps in locker area to utilize existing concrete ducts in ceiling slab for intake.
9. There is a ceiling unit heater in the east end of Corridor 100H (aka 125) that will be removed and the ceiling will require 6'x2' new grid and panels. The ceiling replacement will be in addendum.

**Bids are due by 10:00 a.m. Friday, February 5, 2021 (prevailing time).**

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.



RANDALL E. MIDDLETON, ARCHITECT  
MIDDLETON ASSOCIATES, INCORPORATED  
REM/jlh  
Attachment: Attendance Sheet

**ATTENDANCE RECORD**

Project No: 23472320  
 Project Name: Chiddix Jr. High School HVAC Renovation  
 Meeting Description: Pre Bid Meeting Minutes  
 Date: Monday, January 18, 2021  
 Time: 1:00 p.m.  
 Location: CJHS, Front Entrance

✓

|    | Name                                   | Representing                         | Email Address                    | Phone                 |   |
|----|--|--------------------------------------|----------------------------------|-----------------------|---|
| 1  | Randall Middleton                      | Middleton Associates                 | rand@middletonassociates.net     | 309/452-1271          | ✓ |
| 2  | Jim Allen                              | Principal - CJHS                     | allenj@unit5.org                 | 309/557-4506          |   |
| 3  | Wayne Strobe                           | MMEA                                 | wayne@mmeaeng.com                | 573/636-2116          | ✓ |
| 4  | Jason Vogelbaugh                       | Alpha Controls                       | jasonv@alphaacs.com              | 217/299-1379          |   |
| 5  | Joseph Knochel                         | Klingner & Associates, P.C.          | jak@klingner.com                 | 217/223-3670          | ✓ |
| 6  | Joe Adelman                            | Unit 5 - District Warehouse          | adelmanj@unit5.org               | 309/557-4101          | ✓ |
| 7  | Jeremy Dodson                          | Mid-Illinois Mechanical, Inc.        | jdodson@midilmech.com            | 309/828-0459          | ✓ |
| 8  | Tom Pankau                             | A & R Mechanical Contractors, Inc.   | tpankau@ar-mechcom               | 217/367-4227          |   |
| 9  | Brandon Taylor                         | O'Brien Brothers, Inc.               | brandon@obrienbrosinc.com        | 309/676-7688          |   |
| 10 | Adam Branson                           | WM Master's Inc.                     | adam.branson@wmmasersinc.com     | 309/662-8481          | ✓ |
| 11 | Terry Gaddy                            | IL Prairie Electric, Inc.            | info@ipelec.biz                  | 309/664-0162          |   |
| 12 | Scott Luginbuhl                        | Central Illinois Electrical Services | scott@cieselectric.com           | 309/829-1006          | ✓ |
| 13 | Vince LaHood                           | Conrad Sheet Metal Company           | vince@conradsheetmetal.com       | 309/452-1989          | ✓ |
| 14 | Brock Spencer                          | J Spencer Construction LLC           | jsc@spencerconstruction.com      | 309/452-7099          | ✓ |
| 15 | Eric Graybeal                          | Pipeworks Inc.                       | eg@pipeworksinc.com              | 309/820-9791          | ✓ |
| 16 | Ron Spencer                            | Wilcox Electric & Services           | electricrws@yahoo.com            | 309/452-7099          |   |
| 17 | Jason Brewer                           | Felmley-Dickerson Co.                | jbrewer@fdco.com                 | 309/828-4317          | ✓ |
| 18 | <i>Matt Ciccirelli</i><br>Marlo Sutton | The Pipco Companies, Ltd.            | marloc@pipco-co.com              | 309/692-4060 Ext. 126 |   |
| 19 | Thomas Rockwell                        | Unit 5 - District Warehouse          | rockwelt@unit5.org               | 309/530-1283          | ✓ |
| 20 | <i>Mike Piazza</i>                     | <i>Victaulic</i>                     | <i>mike.piazza@victaulic.com</i> | <i>314-410-9535</i>   |   |
| 21 | <i>Maria Dierking</i>                  | <i>Helm Mechanical</i>               | <i>mdierking@helmganzp.com</i>   | <i>585-990-0496</i>   |   |

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