

August 22, 2022

SUBJECT: Washington Street Gym HVAC Pre-Bid Meeting Minutes

1. Discussed highlights of Section 00 2113 Instruction for Bidders:
 - 1.1.A Qualifications of contractor and personnel.
 - 2.C/D Examination of site and bid documents
 - 2.F. Intent, completed project, do not want to hear about something missing. This would not unreasonably cover hidden problems, but does include anything needed for completed installation.
 - 2.16 Illinois Steel Procurement Act *The Owner and Architect cannot interpret the legal requirements applicable to this contract.*
 - 2.17 IDLR rules, prevailing wages, certified payrolls on IDLR portal.
 - 2.18 No sales tax.
 - 2.19 No tobacco, alcohol or drugs on site.
 - 2.20 Permits are ROE, Owner/A/E will apply for.
 - 2.21 Background checks may be requested without notice.
- 3 Overview of Section 00 2413 Scope of Bid:
 - 1.1 All work single contract.
 - 1.3 Allowance:

Make sure to include the allowance of \$10,000 is in your bid, it is not an owner “add on” it must be included in the bid amount.
 - 1.4 Alternate bids:

None
- 4 Project Schedule 00 3000 –
 - Completion May 1, 2023,
- 5 Work start: upon award, and insurance in place.
 - Work may begin when equipment has ship date and work can be continuously pursued through completion
6. Bids are to be delivered to and will be opened at the district office. No electronic bidding provisions are available.
7. Discussion of project
 - a. Electrical and timing of electrical work minimum down time. Designed to run new parallel to existing so it can be run while existing remains in service. Coordinate downtime in advance such that Owner can make accommodations. Plan to work long days/weekends to expedite.
 - b. Work continuously on the various stages continuously until good ready for next phase and facility not compromised
 - c. Work before 3 p.m. have work cleaned up and scaffolding or lift out of way for practice after 3 p.m.
 - d. Protect the floor repair damage. *Question; Would floor protection need to be taken up daily?*
Yes
8. Steve gave basic description of project. Ground mount Rooftop 15 ton units, DX with gas heat.
9. Lobby is pair of mini splits. There will be an addendum for new feature, hyper heat. (later decided not to add this feature as steam heat still in lobby)
10. Controls, District provider John Evans at ECSI in Peoria, 309-683-5252.

11. Fencing in contract, Black PVC coated chain link, vision slats in front fence. Gates are to be located most convenient for service access.
12. Remove the retaining wall in front. Tuckpoint or repair intersecting wall. This will be addendum item.



13. Reconfigure and bury the roof drain run out impacted by planter removal.
14. Addendum item, select color or paint to match wall, all exterior ductwork, piping, and conduit.
15. Looked at existing electrical, two (2) transformers 240v single and 240v 3 phase. New service will be backfeed existing. New 208/3 phase.
16. Caution feeder and storm line will be encountered south of (E) transformers.

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.

Handwritten signature of Russell W. Middleton in blue ink.

RUSSELL W. MIDDLETON, ARCHITECT
MIDDLETON ASSOCIATES, INCORPORATED

ATTENDANCE RECORD

Project No: 2547 0220
 Project Name: Macomb Washington Street Gym HVAC Improvements
 Meeting Description: Pre Bid Meeting
 Date: Wednesday, August 17, 2022
 Time: 9:00 a.m.
 Location: Washington Street Gym



	Name	Representing	Email Address	Phone	
1	Russell Middleton	Middleton Associates	russ@middletonassociates.net	309/452-1271	
2	Norissa Stetter	Henson Robinson Co.	nstetter@henson-robinson.com	217-544-8451	
3	Jason Cook	Commercial Mechanical, Inc.	jason@cmi.biz	309-243-7768	
4	Brandon Taylor	O'Brien Bros.	Brandon@obrienbrosinc.com	309-676-7688	
5	Craig Brown	Xcell Mechanical Services	cbrown@xcellmechanicalservices.com	309-359-3084	✓
6	Mitch Lynn	Laverdiere Construction	mlynn@lavconinc.com	309-837-1258	
7	Marlo Sutton	The Pipco Companies, Ltd.	marloc@pipco-co.com	309-692-4060	✓
8	Kenny Beal	Peters Heating & Air Conditioning	kbeal@petershvac.net	217-506-2941	
9	Steve Damm	Klingner	sdamm@Klingner.com	217-223-3670	✓
10	DALLAS HAERR	"	dhaerre@Klingner.com	"	✓
11	BRITT EWALT	STANDARD HEATING & COOLING	bewalt@StandardHeat.com	309-671-5417	✓
12	Kenny Beal	Peters HVAC	kbeal@petershvac.net	217-506-2941	✓
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