

Lincoln Elementary School District No. 27 Adams Elementary School 2023 Reroof  
A/E #:26351422  
Thursday, February 16, 2023  
11:30 a.m. at Adams Elementary School  
**PRE-BID MEETING MINUTES**

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

1. Weather conditions - 38°F and light rain
2. All meeting participants went onto the roof.
3. Question came up about the location of the specified cover boards. It is specified to be foamed on the existing BUR roof after the pea gravel has been power swept as much as possible. One attendee suggested that the ISO should be foamed on to the remaining BUR, and the cover board should be placed on top of the ISO insulation. This will be studied and will be reported on the coming Addenda. The architect stated that the 20-year warranty will dictate the location of materials.
4. Kent Froebe, District Superintendent, stated that the bids were received for the RTU's to be put on the roof. There will be six units. The six new RTU's will be exactly the same as the two white RTU's currently on the roof. What is on the roof will be the exchanger and the distribution will be another unit located inside the building (6 total).

The only hole needed to be cut is for a 4" PVC pipe at each RTU, hooked on the top to prevent water from entering. Lincoln Heating & Cooling would like the roofing company to cut the 4" hole near each of the 6 RTU's (exact location to be established by Lincoln Heating & Cooling 217-735-5835). The roofing company needs to provide round rubber flashing around each 4" PVC pipe. This description and a plan showing the location of the 6 new RTU's will be in an addendum, hopefully released tomorrow. The owner of Lincoln Heating & Cooling has all the parts in stock and plans on starting work the first available day after the school dismisses for the summer.

**Bids are due by 11:00 a.m. Thursday, February 23, 2023 (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**

**Pre-Bid Meeting: A/E #26351422 Adams Elementary 2023 Reroof**

Thursday, February 16, 2023 11:30 a.m.

Adams Elementary School

	Name	Representing	Email Address	Phone	
1	Randall Middleton	Middleton Associates	rand@middletonassociates.net	309/452-1271	✓
2	Christa Healy	Principal - Adams	chealy@lincoln27.net	217/732-3253	
3	Kent Froebe	Superintendent	kfroebe@lincoln27.net	217/732-2522	
4	Rod Hoselton	Union Roofing	rod@unionroofing.com	815/945-2141	
5	CJ Wood	Henson Robinson	cwood@henson-robinson.com	217/544-8451	
6	Zach Yeara	Top Quality Roofing	topquality@tqrfg.com	217/864-9483	
7	Mary Pruitt	Roofing Associates LLC	mdm@roofingassociatesllc.com	217/522-3254	
8	Dave Durlinger	Kreiling Roofing	Ddurlinger@kreiling.com	309/673-3649	
9	Sammy Schuitz	Top Quality			
10	Juan Vega	Premier	juanve@premierchi.com	630 819 7620	
11	Vanessa Viviescas	Premier.	Vanessa@premierchi.com	224 704 5036	
12	John Nicks	Union	john@rooferslocal112.com	217-529-2229	
13	Rob Nantz	EN-10 Ruffin			
14	Brendan Curran	HRCO			
15	Bob May	Roof Assn		217-522-3254	