

TO: Plan Holders

May 2, 2025

SUBJECT: Central Elementary Classroom Addition
Lincoln ESD 27
A/E Project No. 2726
Thursday, May 1 2025 – 3:30 p.m., Central School
PRE-BID MEETING Minutes

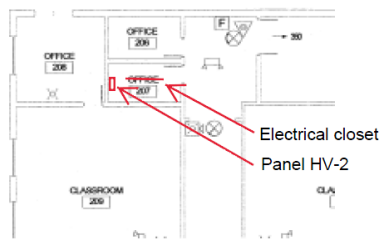
Following are abridged minutes for the above subject meeting. A copy of the attendance sheet is attached.

1. Discussed highlights of Section 00 2113 Instruction for Bidders:
 - 1.1.2.A Qualifications of contractor and personnel.
 - 1.1.2.C Examination of site and bid documents
 - 1.1.2.G. Intent, completed project, do not want to hear about something missing. This would not unreasonably cover hidden problems in existing construction, such as opening up a wall and finding a major conflict. but does include anything needed for warranted, completed roof that is generally known or obvious in a reroof.
 - 2.16 Illinois Steel Procurement Act *The Owner and Architect cannot/do not interpret this State of Illinois legal requirements applicable to this contract.*
 - 2.17 IDLR rules, prevailing wages, certified payrolls to be maintained on the IDLR portal.
 - .18 No sales tax, we will provide copy of the certificate to the successful bidder.
 - .19 No tobacco, alcohol or drugs on site.
 - .20 Sexual harassment, any issues remove employees from site.
 - .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.
 - 2 Overview of Section 00 2413 Scope of Bid:
 - 1.1 All work single contract.
 - 1.3 Allowance: **This will be corrected in addendum #1 to match the bid form.**
Make sure to include the allowance of **\$25,000** is in your bid, it is not an owner “add on” it must be included in the bid amount. This is to apply toward foundation issues or any unexpected issues we encounter that are not consistent with what we might expect to find in a mid 1950’s building of this type construction or additional work as directed by the Owner.
 - 1.4 Alternate bids
None currently listed
- Project Schedule 00 30 00 – see Drawing Cover Sheet or 1.1.A. & B.
- Continuously occupied, must always have access to exiting in the middle of the building but do not require access thru the new construction.
 - Contractor advised to study the drainage issues and maintain storm drainage as work proceeds, a lot of water is drained into this area, about 17,500 sq ft of surface storm drains through site.
- 3 Work may start upon award, School out or as coordinated with the Owner,
 - Insurance in place.
 - The classroom addition may begin immediately.
 - Always coordinate planned activities with the Owner, so they know what to expect and where to make sure to ask children and staff to avoid.
 - No payments can be made until Performance Labor and Materials bonds in place.

- 4 Completion for second semester occupancy, Dec 15 2025 is the goal, hopefully we can turn over the area prior that
 - Jerry Little, McLean CO Glass, indicated 20 week delivery on Old Castle windows, Kawneer no better.
 - We hope work can proceed with accommodation for slow delivery materials to complete at the earliest possible date.
- 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.
 - c. Discussed alternates as noted previously, on the form there is a grayed out alternate line in the event we request an alternate by addendum
 - d. Bidder Certifications you are signing off on
 - e. 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).
 - f. Bids are to be delivered to and will be opened at the District office, 304 8th St. Lincoln, IL at the stated time and place.
6. Online, 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.

Site walk through followed.

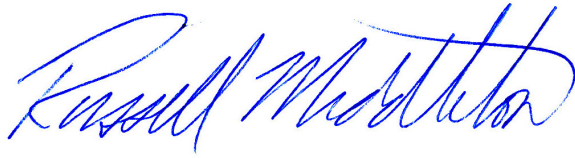
- Boiler Room
- Second Floor Classroom wing for electrical power source location
Power for new panel to be fed from existing second floor panel HV 1 incorrectly noted as an Office. See Drawing sheet LS101 for clarification of the location.



- Made the two existing rooms where new windows are being installed available for inspection.
 - Exterior: the question was asked can we move the classroom window jamb to a construction joint, **Yes.**
- Outside, viewed the site area
 - Discussed site access, as shown on drawings C101
 - Fencing is required
 - Clean up, reseed repair broken concrete is required.
 - Discussed the roof drainage and importance of being aware to maintain drainage of site during the work until the new roof is on and storm lines connected. Discussed importance to protect wood gym floor.
 - Looked at storm and sewer drainage issues, existing storm empties onto street this will remain.

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.

A handwritten signature in blue ink, appearing to read "Russell W. Middleton". The signature is fluid and cursive, with the first name "Russell" and last name "Middleton" clearly distinguishable.

RUSSELL W. MIDDLETON
MIDDLETON ASSOCIATES INCORPORATED

RWM

Attachment: Attendance Sheet

27260024/Office/bidding/2726 prebid minutes

ATTENDANCE RECORD

Project No: 2726 0024
 Project Name: Lincoln Central Elementary School Classroom Addition
 Meeting Description: Pre Bid Meeting
 Date: Thursday, May 1, 2025
 Time: 3:30 p.m.
 Location: Lincoln Central Elementary School

	Name	Representing	Email Address	Phone	
1	Russell Middleton	Middleton Associates	russ@middlettonassociates.net	309-452-1271	✓
2	Kent Froebe	Superintendent	kfroebe@lincoln27.net	217-732-2522	✓
3	Brock Spencer	J Spencer Construction LLC	jsc@jspencerconstruction.com	309-454-5885	
4	Dusty Dykema	Bishop Bros, Inc	bishopbrothers@bishopbroconstruction.com	309-243-5599	✓
5	Mike Sunley	O'Shea Builders	msunley@osheabuilders.com	217-552-2826	
6	Nate Zeltwanger	CAD Construction, Inc.	Nate@CADConstructioninc.com	309-208-1798	✓
7	Ryan Tarter	Tarter Construction Services	ryan@tarterconstruction.com	309-261-9049	
8	Amy Bergman	Broeren Russo Builders, Inc.	bids@br-bi.com	217-352-4232	
9	JERRY LITTLE	MCCLENN CANTY GESS	MCCGM 95 @ 2CCDOD .COM	309-897-1600	
10	MARK PARKER	MIDDLETON ASSOC	markp2llc01@gmail.com	309-275-4156	
11	TONY COX	OTTO BAUM CO, INC.	ESTIMATING@OTTOBAUM.COM	309-266-7114	
12	BILL O'BRIEN	MID ILLINOIS CO	WOBR@MIC222.COM	309-222-2510	
13	TOM BUNN	Cell Electric	tbunn@cellelectric.net	(309)261-4148	
14	Claron Candruskevitch	B&B Electric	qaron@BBElectric.net	217 306-1594	
15	Chris Barry	Integrity P&D	integritypaintanddrywall@gmail.com	309-275-9189	
16	Brandon Wingo	Tarter Construction Services	Brandon@TarterConstruction.com	309-261-9049	
17	Chris Wehrich	Rygle Mechanical	Cweyrich@RygleCorporation.com	309-215-2484	
18	Chris Allen	ASST SVPT.	cAllen@Lincoln27.net		
19					
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