



**ROCKFORD BOARD OF EDUCATION  
INVITATION FOR BID ON SUPPLIES, MATERIALS, EQUIPMENT OR SERVICES  
FOR SCHOOL DISTRICT NO. 205  
ROCKFORD, ILLINOIS**

IFB No.        **18-33 Eisenhower M.S Roof Access Renovations**

DATE:         **March 20, 2018**

RE:            **ADDENDUM NO. 2**

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To All Bidders:

Included are modifications, clarifications and/or corrections for the Project Manual and are hereby made a part of the contract documents. Please attach this addendum to the Project Manual(s) in your possession. Please note the receipt of this addendum on the bid form. Bidders shall review changes to all portions of this work as changes to one portion may affect the work of another.

**If you plan to hand deliver your IFB submission on the due date, please note you must check in on the 2nd floor prior to coming to the bid opening. Please allow time for this as late submission will not be accepted.**

Refer all questions relative to the business aspect, Instructions to Bidders, Special Conditions, and questions concerning the technical aspect of the documents to the Director of Purchasing by email at [purchasingdeptstaff@rps205.com](mailto:purchasingdeptstaff@rps205.com).

ROCKFORD BOARD OF EDUCATION

By: Dane Youngblood  
Director of Purchasing

EISENHOWER MIDDLE SCHOOL  
ROOF ACCESS RENOVATIONS  
ROCKFORD PUBLIC SCHOOLS 205  
ROCKFORD, ILLINOIS

**LARSON & DARBY GROUP**

4949 Harrison Avenue, Suite 100  
815/484-0739

**ARCHITECTS-ENGINEERS-PLANNERS**

P. O. Box 5207, Rockford, IL 61125-0207  
FAX 815.229.9867

TO: ALL BIDDERS

RE: ADDENDUM #2

Changes to Bidding Documents Dated February 12, 2018

PROJECT: EISENHOWER MIDDLE SCHOOL  
ROOF ACCESS RENOVATIONS  
ROCKFORD PUBLIC SCHOOLS 205  
ROCKFORD, ILLINOIS

PROJECT NO.: 25108

DATE: March 20, 2018

Please attach this Addendum to the Project Manual and Drawings for the referenced project. Take the changes to the Project Manual and Drawings into consideration in preparing your Bid.

Bidders shall make note in writing on Bid Form that this Addendum has been taken into consideration. Failure to do so may be sufficient cause to reject the Bid.

LARSON & DARBY GROUP

By   
Stephen M. Nelson

This Addendum consists of 2 pages, plus materials itemized herein.

I. PRE-BID MEETING

- A. Minutes of the Pre-Bid Meeting (2 pages) are issued herewith.
- B. Pre-Bid Opening Statement (1 page) is issued herewith.
- C. Pre-Bid Meeting Sign-in Sheet (1 page) is issued herewith.

II. GENERAL CLARIFICATIONS

A. The following is clarified, added or modified:

a. Clarification: The following questions were raised:

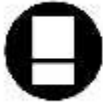
1. What material is the roof hatch?

**Refer to Section 07 72 00 Roof Accessories Part 2.1 D. Hatch Material.**

2. Is a ladder included with the roof hatch?

**Refer to Drawing A2.1 Detail 7 for ladder information.**

END OF ADDENDUM #2



**PRE-BID MEETING MINUTES**

**March 15, 2018**

**Rockford Public School District #205**

**Eisenhower Middle School Roof Access Renovations**

LDG Project No.: 25108

Phase: Bidding

Meeting #	Meeting Location	Time	Next Mtg.	Next Time	Next Location	Preparer
1	Eisenhower Middle School Cafeteria	3:30 pm	N/A	N/A	N/A	SAT

Luke Butz	RPS205 - Project Manager	X
Stephen Tenney	Larson & Darby Group – Intern Architect	X

See attached Sign –In Sheet for all other meeting participants.

<b>Purpose of Meeting:</b>	Mandatory Pre-Bid Submission Meeting
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Item	Topic/ Description	Responsible Firm/ Person	Initial Date	Due Date	Status
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1.0	<b>Introductions/Brief Review</b>	RPS/LDG	3.15.18	N/A	Complete
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- a. Mr. Stephen Tenney welcomed everyone and proceeded to read the Pre-Bid Conference Opening Statement provided by the District in its entirety.
- b. Mr. Luke Butz and Mr. Tenney briefly went over the scope of work for the project which include selective demolition, retractable stairs, roof hatch, and exterior ladders.

Item	Topic/ Description	Responsible Firm/ Person	Initial Date	Due Date	Status
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2.0	<b>Questions/Discussion/Tour</b>	RPS/LDG	3.15.18	N/A	Complete
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- a. Mr. Butz pointed out that after today’s meeting, the bidders are not allowed to speak to any of the architects or engineers, or other district personnel. All questions must be sent in writing directly to Dane Youngblood per the opening statement.
- b. A question was raised about the material of the roof hatch. It can be found in Section 07 72 00 Roof Accessories, Part 2.1 D. Hatch Material.
- c. Mr. Tenney asked for any other questions and began a tour which included part of the roof, and two locations for retractable stairs. Since some areas were not accessed, the Owner will provide any necessary information or allow another visit if requested.

The foregoing constitutes our understanding of matters discussed and conclusions reached. Other participants are requested to review and advise the undersigned, in writing, of any omissions or different understanding that they may have.

By: Stephen Tenney  
Intern Architect  
Larson & Darby Group

## PRE-BID CONFERENCE OPENING STATEMENT

Welcome to the mandatory pre-bid conference for IFB 18-33 Eisenhower M.S. Roof Access Renovations Project for the Rockford Public Schools.

The purpose of this meeting is to receive input, comments, questions, clarifications and suggested changes relative to this solicitation. As a reminder, the only acceptable changes to the Bid/RFP are formal Addendums published by the RPS Purchasing department. Additionally, the Addendum may address other issues identified by the School District.

The goal of today's meeting is to increase your knowledge of the solicitation as it is written and provide an information mechanism in which you may advise the School District of any changes it should make. Consequently, any changes you wish the Rockford Public Schools to consider must be submitted in writing to the Purchasing department before the deadline as expressed in the solicitation.

We will try to answer as many of the questions as possible. If we cannot answer a question today, we will defer that answer to the published Addendum. Additionally, minutes from this pre-bid conference will be published in the Addendum.

- Bid Opening is scheduled for March 29, 2018 at 2:00 pm Rockford Board of Education, 6th floor Conference Room. Late bids will not be accepted. Faxed or emailed bids will not be accepted.
- Board Approval April 10, 2018.
- Bid RFI Procedures - All written correspondence during the bid process **MUST** be sent to Dane Youngblood, Director of Purchasing, via email at [PurchasingDeptStaff@rps205.com](mailto:PurchasingDeptStaff@rps205.com). Last RFI will be accepted until March 20, 2018 at 12 pm. Last addendum will be issued by March 22, 2018 at 4:30 pm.
- Addendums will be emailed to all attendees at the pre-bid conference, posted on the RPS website and Demand Star..
- **PLEASE** reference the **REQUIRED FORMS CHECK LIST** for all documents that **must** be submitted with your bid offer form. All forms must be properly completed, signed and submitted or your bid will be deemed non-responsive.



PRE-BID MEETING SIGN-IN SHEET

IFB 18-33 Eisenhower M.S. Roof Access Renovations Project

PLEASE WRITE EMAIL ADDRESS SO THAT IT IS LEGIBLE IN ORDER TO RECEIVE ADDENDUM INFORMATION

Printed Name	Company Name	Company Address	Telephone	E-mail
1 Luke Butz	RPS	501 7th St. Rockford, IL 61104	815-489-7869	luke.butz@rpsdps.com
2 Bill Gorman	STOSTROM + SONS, INC	1129 Harrison Ave Rockford, IL 61104	815-509-1719	beckmengesj@stankonstruktion.com
3 TIM BURLE	McDermaid Rfy	1229 Kishwaukee St, Rockford, IL 61104	815-963-8458	mccroft@mcdermaidroofing.com
4 Heather Landin	Miller Engineering	1616 S. Main St Rockford IL 61102	815963-4878	hbyxbe@mcgo group.com
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