



Mays Consulting & Evaluation Services, Inc.

A Professional Consulting & Evaluation Organization

PRE-BID MEETING MINUTES

Date: December 4, 2025
Client: Dublin City Schools
Project: Building Envelope 2025 PI/Bond Project –
Roof Replacement at Daniel Wright Elementary School
Dublin, Ohio
Mays Project #: DOH43-013

Attendees: Mrs. Erin Bon Ripley, Bill Jackson Roofing
Mr. Trevor Wadsworth, Speer Mechanical
Mr. Robert Lucas, Elevate/TNT Roofing Products
Mr. Mike Zook, Ohio Glass
Mr. David Powell, Progressive Roofing
Mr. Kyle Fink, FiberTite Roofing
Mr. Brian Walker, Hina Environmental
Mr. Jonathan White, Revere Roofing
Mr. Wyatt Tubb, Buckeye Construction & Restoration
Mr. Jeremy Morris, Trisco
Mr. Ross Hughes, Engineered Systems – Engineered Systems/Duro-Last
Mr. Criag Lipps, Mays Consulting & Evaluation Services, Inc.
Mr. Andy Raile, Mays Consulting & Evaluation Services, Inc.
Mr. Dan Lawrence, Mays Consulting & Evaluation Services, Inc.

This is intended to be merely a summary of the meeting based upon the recollection of the writer. No statement herein shall be deemed or construed as a representation by, or legal position of Mays. This summary shall be considered complete and correct unless written notice to the contrary is received within five (5) working days after its distribution date.

The following items were discussed during the Pre-bid Meeting. The spokesperson was Mr. Dan Lawrence, P.E., R.B.E.C. of Mays Consulting.

ITEM # COMMENT

1. Mr. Lawrence introduced himself to the meeting participants. Mr. Lawrence stated that his contact information is listed on page 2 of the project specifications and that any questions should be directed to Dan Lawrence at dlawrence@mces.com.

Mr. Lawrence explained that Lawhon & Associates, Inc. is the Asbestos Consultant, but that any questions regarding the asbestos abatement should be directed through Mays Consulting.

2. Mr. Lawrence explained that he would be briefly reviewing the project

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specifications, and they would have an opportunity to access the roof to get any measurements and photos that they need.

3. Mr. Lawrence reviewed the Section ITB Instructions to Bidders and stated that the estimate for Base Bid (including allowances listed in Section 01 21 00) is \$1,975,000.00. Mr. Lawrence stated that the estimate for Alternate #1 is \$625,000.00 and Alternate #2 is \$150,000.00.

Mr. Lawrence also stated that bids are due on December 18, 2025, at 2:00 p.m. at the address listed in the Instructions to Bidders and the Legal Notice.

Mr. Lawrence stated that the bidders should carefully review the Instructions to Bidders and make sure their bid submission includes all of the documents specified and that the submitted documents are fully completed. Mr. Lawrence noted that two (2) identical copies of the bids are to be submitted.

Mr. Lawrence stated that the contractor must take care in completing the Bid Guaranty and Contract Bond Form and the additional documents that must be submitted with the bond form as outlined in the Instructions to Bidders.

4. Mr. Lawrence stated that any Bidder wishing to obtain approval for a non-specified product must submit a Substitution Request as outlined in ITB Instructions to Bidders. Mr. Lawrence stated that a request must be submitted by a Bidder. Mr. Lawrence noted that the time has passed for substitution requests.
5. Mr. Lawrence stated any explanation, interpretation, correction, or modification of the Bid Documents will be issued in writing in the form of an Addendum, which will be the only means considered binding; explanations, interpretations, etc., made by any other means will not be legally binding.
6. Mr. Lawrence stated that if the contractor is in doubt as to the true meaning of any part of the specifications or drawings, they should submit a written Request for Interpretation, so that the item can be clarified to all bidders.
7. Mr. Lawrence reviewed the requirements for withdrawing a Bid after the Bid Due date as outlined in the Instructions to Bidders. Mr. Lawrence noted that there is a time limit for this request, so that any contractor needing to do this should review their bid right away after the bid opening.
8. Mr. Lawrence stated that the Owner-Contractor Agreement is included in the project specifications and stated that this is the contract they will be required to execute for this project if they are the successful bidder. Mr. Lawrence noted that the Substantial completion date is August 1, 2026, and this date does not change if any Alternates are accepted.
9. Mr. Lawrence reviewed the BF – Bid Form, Base Bid Price, Alternates, Allowances, and Unit Prices.

Mr. Lawrence stated that the contractor should use care in filling in their bids and unit prices to make sure the written words and figures match and are not



ambiguous.

10. Mr. Lawrence reviewed Section CQS – Contractor's Qualification Statement and stated that this form must be filled out completely and submitted with their Bid. Mr. Lawrence stated that the bidder should list projects of similar size and complexity for project experience.
11. Mr. Lawrence reviewed Section 00 73 63.01 Vendor Criminal History Record Check and stated that the contractor's personnel would be required to comply with these specification requirements.
12. Mr. Lawrence reviewed the forms included in the project specifications required during the bidding process. Mr. Lawrence also stated that the Owner-Contractor Agreement and General Conditions of the Contract for Construction are included in the project specifications.
13. Mr. Lawrence reviewed Section 00 31 16 Preliminary Schedule. Mr. Lawrence stated that they have arranged that materials can be delivered to the site starting May 16, 2026. In addition, project set-up can be started May 16, 2026, but no roof removal can occur until June 1, 2026. Mr. Lawrence stated that the work must be substantially complete by August 1, 2026 (Base Bid plus any selected Alternates). Mr. Lawrence stressed that the work must be completed during this time period and that due to school operations work cannot be ongoing while the school is operational.
14. Mr. Lawrence stated that roof test cuts and an asbestos survey have been completed and the faux/transite slate was found to contain asbestos (Category II Non-Friable). Mr. Lawrence explained that this material must be abated during the course of the work.
15. Mr. Lawrence reviewed Section 01 11 00 Summary of Work in detail, indicating that this was only a summary and not an all-inclusive list of the work required.

Mr. Lawrence also stated that the contractor shall secure and pay for all necessary building permits.
16. Mr. Lawrence reviewed Section 01 21 00 Allowances and explained that these allowances must be included in the contractor's Base Bid and Alternate #1 bid. Mr. Lawrence explained that these allowances are for steel deck repair and replacement, deteriorated wood blocking replacement (for wood blocking that is labeled as existing), and painting of corroded areas of the attic structural framing.

Mr. Lawrence explained that the unit prices would be utilized to decrease or increase this allowance based on the actual amount of work required.
17. Mr. Lawrence reviewed Section 01 22 00 Unit Prices and noted that the labor rates are to include the base rate, fringes, payroll burden, overhead, and profit.
18. Mr. Lawrence reviewed Section 01 23 00 Alternates and explained each Alternate.



19. Mr. Lawrence briefly reviewed the balance of the technical divisions included within the Project Manual.
- In Section 01 31 00 Project Management and Coordination, Mr. Lawrence reviewed the requirement that the Contractor have a superintendent on-site at all times when work is being performed by the Contractor or any subcontractors.
- In Section 01 50 00 Temporary Facilities and Controls, Mr. Lawrence reviewed the requirement that the Contractor prevent roofing debris and dirt from entering the building at roof deck terminations, holes, roof penetrations, roof deck replacement areas, etc. Mr. Lawrence further reviewed the requirement for the contractor to clean any construction related debris from the interior of the building, including from above the ceiling tiles upon completion of the work.
20. Mr. Lawrence reviewed the technical specification sections, briefly reviewing selected technical requirements from each specification section.
- Mr. Lawrence stressed that the contractors must bid to utilize the specified products as substitutions will not be permitted.
- Mr. Lawrence reviewed the series of Asbestos Remediation specification sections, noting that references to 3rd Party Consulting, 3rd party monitoring, or clearance testing is the responsibility of the contractor to obtain a qualified asbestos consultant for this work during the construction portion of the project.
21. Mr. Lawrence reviewed the Project Construction Drawings for each project, sheet by sheet, to clarify plans and details. He also reviewed the General Notes and Coded Notes related to the drawings in detail.
- Mr. Lawrence reviewed the Site Plan and noted material storage areas where the roof materials can be placed starting on May 16, 2026.
- Mr. Lawrence reviewed the General Note on the roof plan indicating that items that are grey shaded and labeled as "Existing" are intended to remain in place and not be modified as part of the project and non-shaded items are to be new work.
22. The meeting was adjourned with the meeting participants given the opportunity to walk through the in scope roof areas at Daniel Wright Elementary School.

Attachments:

Pre-Bid Sign-In Sheet
Plan Holder List

Cc:

Plan Holders



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Dublin, Ohio
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Erin Bon Ripley, Bill Jackson Roofing
Trevor Wadsworth, Speer Mechanical
Robert Lucas, Elevate/TNT Roofing Products
Mike Zook, Ohio Glass
David Powell, Progressive Roofing
Kyle Fink, FiberTite Roofing
Brian Walker, Hina Environmental
Jonathan White, Revere Roofing
Wyatt Tubb, Buckeye Construction & Restoration
Jeremy Morris, Trisco
Ross Hughes, Engineered Systems – Engineered Systems/Duro-Last
Criag Lipps, Mays Consulting & Evaluation Services, Inc.
Andy Raile, Mays Consulting & Evaluation Services, Inc.

Pre-Bid Meeting Sign-in Sheet
Dublin City Schools – Roof Replacement at Daniel Wright ES
12-04-2025

	Representative	Company	Telephone	Email
1.	ERIN BOU RIDLEY	BILL JACKSON ROOFING	(440) 277-5600	erinboujacksonroofing.com
2.	Trevor Madsen	Spec Mechanical	(614) 867-2554	trevormadsen@specmechanical.com
3.	Robert Lucas	TWT Roofing Products ^{Elevate}	740-272-6794	Robert@twtroofingproducts.com
4.	MIKE ZOL	CHIO GLASS	614-348-3547	MIKE@CHIOGLASS.COM
5.	David Powell	PROGRESSIVE	614-562-9811 614-562-7844	David.Powell@progressiveus.com david.powell@progressiveus.com
6.	Kyle Fink	Fibs Tite	330-257-6202	Kyle@stencor.com
7.	Brian Wacker	HINA ENVIRONMENTAL	614-314-0442	Brian@hinenvironmental.com
8.	Jonathan White	Revere Roofing Company	614-230-6940	Jonathan@revere-roofing.com
9.	Wyatt Tubb	Buckeye Construction & Restoration	(740) 525-9394	Wtubb@bcrmc.com
10.	Jeremy Morris	Trusco	567-242-9068	Jeremy_morris@trusco-systems.com
11.	Paul French	FPS Roofing	330-717-4668	PFrench@FPSRoofing.com
12.	Ross Hughes	Engineered Systems / Durolast	614-753-3880	Ross@engineeredsys.com

Dublin City Schools
Daniel Wright Elementary School Roof Replacement Project
Plan Holder List¹

12/4/2025

Entity	Contact	Phone #	Ext	Cell	Address	Email
General Contractor						
Roofing Contractors						
RBT Commercial Roofing	Dustin Austin	903-691-0931		903-949-8545	8619 W. 7th Street Texarkana, TX 75501	dustin@rbtroofing.com
Damschroder Roofing Inc.	Frank Urwin	419-332-5000		419-953-4646	2625 E. State Street Fremont, Ohio 43420	furwin@damschroderroofing.com
Bill Jackson Roofing	Erin Bon Ripley			440-272-5600	7516 West Ridge Road Elyria, Ohio 44035	erin@billjacksonroofing.com
FPS Roofing	John French	866-729-1380			580 West Main Street Canfield, Ohio 44406	jfrench@fpsroofing.com
FPS Roofing	Paul French	866-729-1380			580 West Main Street Canfield, Ohio 44406	pfrench@fpsroofing.com
Revere Roofing Company	Jonathan White	740-392-9450		614-230-6978	739 Upper Fredericktown Road Mount Vernon, Ohio 43050	jonathan@revereroofingcompany.com
Progressive Roofing	David Powell	614-884-0404		614-562-9811	1221 Marion Road Columbus, Ohio 43207	david.powell@progressiveus.com
Asbestos Abatement Contractors						
Environmental Demolition Group (EDG)	Jason Hazelwood	859-363-4863			3520 Turfway Road Erlanger, KY 41018	jhazelwood@edgllc.biz
Environmental Demolition Group (EDG)	Joe Hummel				3520 Turfway Road Erlanger, KY 41018	jhummel@edgllc.biz
Environmental Demolition Group (EDG)	Shawn McGinness				3520 Turfway Road Erlanger, KY 41018	smcginness@edgllc.biz
Hina Environmental Solutions	Brian Walker	614-272-8780		614-314-0142	995A Safin Road Columbus, Ohio 43204	walker@hinaenvironmental.com
Mechanical Contractors						
Speer Mechanical	Trevor Wadsworth	614-261-5194		614-989-4142		twadsworth@speermechanical.com
Speer Mechanical	Ryan Ramirez	614-261-5194		614-989-4142		rramirez@speermechanical.com
Lightning Protection						
Turner Lightning Protection Co., Inc.	Julie Turner			614-815-4504	5193 Dry Creek Drive Dublin, Ohio 43016	juliaturner@lightningpro.com
Maxwell	Wayne Maxwell	937-228-7250			621 Pond St. Dayton, Ohio 45402	maxwell1@maxwell-lp.com
Window Contractors						
Ohio Glass and Aluminum Co.	Mike Zook	614-527-7960		614-348-3547	1735 Atlas Street Columbus, Ohio 43228	mike@ohioglass.com
EIFS Contractors						
Reitter Stucco	Drew Holderman	614-291-2212	1105		1100 King Ave. Columbus, Ohio 43212	aholderman@reitterstucco.com
Reitter Stucco	Dusty Perry				1100 King Ave. Columbus, Ohio 43212	dperry@reitterstucco.com
Quality Masonry	Bill Bower	740-387-6720			1001 S. Prospect Street Marion, Ohio 43302	office@qualitymasonryco.com
Trisco	Jeremy Morris	419-339-3906		567-242-9068	2000 Baty Road Lima, Ohio 45807	jeremy_morris@triscosystems.com
Buckeye Construction and Restoration	Wyatt Tubb	740-749-5730		740-525-9394	405 Watertown Road Waterford, Ohio 45786	wtubb@bcmco.com
Manufacturers Representatives						
AlS/Sika-Sarnafil	John Cade			740-632-8957		john@trustais.net
Sika-Sarnafil	Russ Fallon			513-330-2917		fallon.russell@us.sika.com
Sika-Sarnafil	Mike Daniels			260-458-1029		daniels.michael@us.sika.com
Carlisle (Advanced Building Products)	Jason Clayton	614-458-8740				jrcayton@aadvanced.com
Engineered Systems (Duro-Last)	Ross Hughes			614-753-3880	9753 Fairway Drive Powell, Ohio 43065	ross@engineeredsys.com
FiberTite	Kyle Fink				1000 Venture Blvd. Wooster, Ohio 44691	kfink@seamancorp.com
Elevate/TNT Roofing Products	Robert Lucas			740-272-6794		robert@tntroofingproducts.com

1. This list is comprised of contractors that requested project documents from Mays Consulting and does not include contractors that have obtained the project documents from other sources (i.e Plan Rooms, other parties, etc.).