



Mays Consulting & Evaluation Services, Inc.

A Professional Consulting & Evaluation Organization

PRE-BID MEETING SUMMARY

Date: August 13, 2026
Client: Dublin City Schools
Project: 2027 Roof Replacement at Grizzell Middle School
Dublin, Ohio
Mays Project #: DOH43-010-03

Attendees: Mr. Dean Ritchie, FPS Roofing
Mrs. Brandy Soria, FPS Roofing
Mrs. Erin Bon Ripley, Bill Jackson Roofing
Mr. Eric Huidhylel, Rooflynx
Mr. Randy Burrows, Master Construction Solutions
Mr. Jesse Heidnik, RJK Roofing Solutions
Mr. Trevor Wadsworth, Speer Mechanical
Mrs. Jackie Miller, BB Building/GAF
Mr. Frank Allday Z, RBT Roofing
Mr. Chris Edwards, Chemcote
Mr. Davis Lammers, Trisco Systems
Mr. Justin Sturgill, AH Sturgill Roofing
Mr. John Lambert, Master Construction Solutions, Inc.
Mr. Anthony Pike, Turner Lightning Protection
Mr. Jonathan White, Revere Roofing
Mr. John Cade, AIS/Sika-Sarnafil
Mr. Antoine Segeral, Duro-Last Roofing
Mr. Travis Cardwell, Duro-Last Roofing
Mr. Ross Hughes, Engineered Systems – Duro-Last/Metal Era
Mr. Cody Johnson, Engineered Systems/Duro-Last
Mr. Mike Gottron, Engineered Systems/Duro-Last
Mr. Kyle Fink, FiberTite
Mrs. Gabi Curphey, Elford (Owner's Rep)
Mr. Joey Bartlett, 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.



1. Project Overview and Stakeholders: Dan Lawrence from Mays Consulting led the pre-bid meeting for the 2027 roof replacement at Grizzell Middle School, introducing Andy Raile (Mays Consulting) and Gabi Curphey (owner's rep for Dublin City Schools).
 - a. Project Scope and Anticipated Addendum: Dan explained he is planning to issue an addendum that will break the scope down into a Base Bid Area and an Alternate area since the project is so large and there is limited time to complete the work.
 - b. Key Stakeholders: Dan identified himself as the design professional, Andy Raile as the construction phase lead from Mays Consulting, and Gabi Curphey as the owner's representative from Elford.
 - c. Site Visit and Access: Dan informed attendees that the pre-bid meeting was their only opportunity to access the site for measurements and inspections, as the owner does not permit visits after this meeting, and offered to facilitate access to any areas on the interior and roof that the meeting participants would like to see.
2. Bidding Process and Requirements: Dan reviewed the bidding process, including bid submission deadlines, requirements for bid guarantees, addenda, and the process for submitting RFIs and substitutions, emphasizing strict adherence to the provided documents and timelines.
 - a. Bid Submission and Addenda: Bids are due August 27th at 2 p.m. at the specified Dublin, Ohio address listed in the Notice to Bidders, with an anticipated addendum to extend the bid date and split the project into a Base Bid and Alternate; all addenda and meeting minutes will be sent directly to plan holders.
 - b. Bid Form and Guarantees: Bidders must use the provided bid form, include all sums in words and figures, and submit a bid guarantee compliant with Ohio Revised Code 153.54 for the full amount of the base bid plus any add alternates.
 - c. RFIs and Substitutions: Questions or discrepancies in the documents must be submitted as RFIs at least seven days before the bid due date, and any proposed substitutions must also be submitted by this deadline; only written addenda constitute official changes.
 - d. Bid Opening and Evaluation: Bids will be opened immediately after the deadline and live-streamed on YouTube; the low bidder must submit additional requested information within 48 hours.
3. Project Schedule and Completion Requirements: Dan outlined the project schedule, specifying a June 1st start and August 1st, 2027 substantial completion deadline, and discussed the importance of early submittals, procurement, and the impact of weather days on the schedule.
 - a. Work Window and Completion: The construction window is limited to June 1st through August 1st, with all major work, punch list items, and site restoration to be completed by the deadline.
 - b. Submittals and Procurement: Submittals should be completed in the fall following board approval (anticipated by end of September or early October) to allow sufficient lead time for material procurement and subcontractor coordination.
 - c. Weather Days Allowance: The contract allows for four weather days each in June and July, with additional days granted only if the threshold is exceeded, as outlined in the modified AIA contract documents.
4. Technical Specifications and Scope of Work: Dan provided a comprehensive review of the technical specifications, including roof system removal, replacement materials, unit prices, allowances, and special requirements for the dome roof, EIFS, and lightning protection systems.
 - a. Roof System Replacement: All existing roof systems, including two layers of



- roofing, will be removed down to the structural steel or Tectum decking, with new 60 mil thermoplastic membranes, coping caps, edge metals, and flashings installed; the dome roof will receive a colored membrane with aesthetic ribs.
- b. Unit Prices and Allowances: Unit prices are required for Tectum deck replacement, steel deck painting and replacement, laminated wood deck replacement, and roof drain bowl replacement, drone base handling, and other contingencies included in the base bid.
 - c. Special Systems and Materials: The project includes replacement of the lightning protection system (with reuse of existing down conductors and ground rods), installation of a curved gutter, EIFS replacement, and requirements for specific insulation, adhesives, and fasteners.
 - d. Worksite Protection and Cleaning: Contractors must provide chain link fencing around staging areas, ensure interior protection against debris, cover gymnasium floors, and perform thorough cleaning of affected interior spaces upon project completion.
5. Project Management, Supervision, and Communication: Dan emphasized the need for dedicated project supervision, regular meetings, and clear communication between contractors, Mays Consulting, and the owner, with Andy Raile and Gabi Curphey available for support.
- a. **Supervision Requirements: A project superintendent must be on site whenever work is performed, with a foreman assigned to each crew to ensure proper execution, protection of property, and adherence to specifications.**
 - b. Meetings and Coordination: Regular project meetings will be held from pre-construction through completion, with construction schedules and submittals managed electronically via a file sharing website.
 - c. Support: Andy Raile and the project monitor will conduct frequent site visits, and all participants will have direct contact information for Dan, Andy, and Gabi for questions or clarifications during construction, with an emphasis on resolving issues before work proceeds.
6. Site Logistics and Safety: Dan reviewed site logistics, including material storage, fencing, access control, work hours, and safety requirements such as criminal background checks for workers and protection of existing utilities and finishes.
- a. Material Storage and Fencing: All materials, equipment, and dumpsters must be stored within a six-foot high chain link fenced area, with designated zones for storage and dumpsters, and no egress doors may be blocked during work.
 - b. Access and Security: Roof access ladders must be removed and secured when not in use, and contractors must coordinate with the secure facility for bid drop-off and site access.
 - c. Worker Background Checks: All on-site workers (excluding delivery drivers) must complete criminal history record checks and be issued badges by the district prior to starting work.
 - d. Work Hours and Noise Control: Work is permitted Monday through Saturday, 7 a.m. to 9 p.m.
7. Drawings and Plan Highlights: Dan walked through the project drawings, highlighting roof plans, details for material storage, dome roof construction, EIFS replacement, and special installation requirements for fasteners, insulation, and control joints.
- a. Roof Plan and Alternates: The base bid area and anticipated alternates were identified on the roof plan, with the dome and adjacent areas requiring special details for expansion joints and transitions.



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- b. Installation Details: Dan reviewed details for coping caps, anchor bolts, lightning rod brackets, curved gutters, and EIFS terminations, emphasizing the need for field verification and adherence to design intent.

Attachments:

Pre-Bid Sign-In Sheet
Plan Holder List

Cc:

Plan Holders
Dean Ritchie, FPS Roofing
Brandy Soria, FPS Roofing
Erin Bon Ripley, Bill Jackson Roofing
Eric Huidhylel, Rooflynx
Randy Burrows, Master Construction Solutions
Jesse Heidnik, RJK Roofing Solutions
Trevor Wadsworth, Speer Mechanical
Jackie Miller, BB Building/GAF
Frank Allday Z, RBT Roofing
Chris Edwards, Chemcote
Davis Lammers, Trisco Systems
Justin Sturgill, AH Sturgill Roofing
John Lambert, Master Construction Solutions, Inc.
Anthony Pike, Turner Lightning Protection
Jonathan White, Revere Roofing
John Cade, AIS/Sika-Sarnafil
Antoine Segeral, Duro-Last Roofing
Travis Cardwell, Duro-Last Roofing
Ross Hughes, Engineered Systems – Duro-Last/Metal Era
Cody Johnson, Engineered Systems/Duro-Last
Mike Gottron, Engineered Systems/Duro-Last
Kyle Fink, FiberTite
Gabi Curphey, Elford (Owner's Rep)
Joey Bartlett, Mays Consulting & Evaluation Services, Inc.
Andy Raile, Mays Consulting & Evaluation Services, Inc.

Dublin City Schools
2027 Roof Replacement at Grizzell Middle School
Plan Holder List¹

8/14/2026

Entity	Contact	Phone #	Ext	Cell	Address	Email
General Contractors						
Roofing Contractors						
RBT Commercial Roofing	Dustin Austin	903-691-0931		903-949-8545	8619 W. 7th Street Texarkana, TX 75501	dustin@rbtroofing.com
Bill Jackson Roofing	Erin Bon Ripley			440-272-5600	7516 West Ridge Road Elyria, Ohio 44035	erin@billjacksonroofing.com
RJK Roofing Solutions	Jeffrey Ficke			440-669-3560		jef.ficke@rjco.com
Damschroder Roofing Inc.	Frank Urwin	419-332-5000		419-953-4646	2625 E. State Street Fremont, Ohio 43420	furwin@damschroderroofing.com
Fey Roofing & Sheet Metal	Craig Fey			937-206-1009		cfey@feyroofing.com
Master Construction Solutions	John Lambert	888-888-8221	512		10718 Old Lincoln Way East Orrville, Ohio 44667	john@mcsi.work
FPS Roofing	Brandy Soria	724-977-1542			580 West Main Street Canfield, Ohio 44406	bsoria@fpsroofing.com
Rooflynx	Eric Hvidhyld	812-818-5969		502-309-5953	9207 State Road 62 Charlestown, Indiana 47111	eric@rooflynx.com
JB Roofing	Bethany Neal	800-472-0969			510 E. Wilson Bridge Road, Suite B Worthington, Ohio 43085	bneal2@tectaaamerica.com
Division 7 Roofing	John Chapman	740-965-1970			72 Holmes Street Galena, Ohio 43021	jchapman@division7.net
Cotterman	Phil Conroy	614-307-2383		614-704-0708	1745 Atlas St. Columbus, Ohio 43228	pconroy@cottermanroofing.com
FPS Roofing	Dean Ritchie	724-977-1542		330-233-2453	580 West Main Street Canfield, Ohio 44406	dritchie@fpsroofing.com
Revere Roofing Company	Jonathan White	740-392-9450		614-230-6978	739 Upper Fredericktown Road Mount Vernon, Ohio 43050	jonathan@revereroofingcompany.com
AH Sturgill	Justin Sturgill	937-254-2955		937-689-9357	4358 Springfield St. Dayton, Ohio 45431	justins@sturgillroofing.com
RJK Roofing Solutions	Jesse Heidnik	440-434-3034		440-413-8028		jesse.heidnik@rjco.com
RBT Commercial Roofing	Frank Allday Z	903-691-0931		903-556-5087	8619 W. 7th Street Texarkana, TX 75501	frank@rbtroofing.com
Chemcote	Chris Edwards	614-792-2683		740-490-5328	7599 Fishel Dr. N Dublin, Ohio 43016	cedwards@chemcote.com
Mechanical Contractors						
Speer Mechanical	Danny Kelley	614-261-6331		614-203-7921	5255 Sinclair Rd. Columbus, Ohio 43229	dkelley@speermechanical.com
Speer Mechanical	Trevor Wadsworth	614-261-6331		614-867-2534	5255 Sinclair Rd. Columbus, Ohio 43229	twadsworth@speermechanical.com
Lightning Protection						
Turner Lightning Protection Co., Inc.	Julie Turner			614-815-4504	5193 Dry Creek Drive Dublin, Ohio 43016	julturner@lightningpro.com
Turner Lightning Protection Co., Inc.	Anthony Pike			380-710-1107	5193 Dry Creek Drive Dublin, Ohio 43016	julturner@lightningpro.com
Maxwell	Wayne Maxwell	937-228-7250			621 Pond St. Dayton, Ohio 45402	maxwell1@maxwell-lp.com
EIFS Contractors						
Trisco Systems	Jeremy Morris	419-339-3906		567-242-9068	2000 Baty Road Lima, Ohio 45807	jeremy_morris@triscosystems.com
Trisco Systems	Davis Lammers	419-339-3906			2000 Baty Road Lima, Ohio 45807	davis_lammers@triscosystems.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
Engineered Systems (Duro-Last)	Ross Hughes			614-753-3880	9753 Fairway Drive Powell, Ohio 43065	ross@engineeredsys.com
Engineered Systems (Duro-Last)	Cody Johnson			614-558-3891		cody.johnson@engineeredsys.com
Duro-Last	Antoine Segeral			540-303-7384		antoine.segeral@amrize.com
Duro-Last	Travis Cardwell			989-900-6064		travis.cardwell@amrize.com
BB Building Products/GAF	Jackie Miller			614-400-8681		jackie.miller@gaf.com
Engineered Systems (Duro-Last)	Mike Gottron			614-402-2255		mike@engineeredsys.com
FiberTite	Kyle Fink				1000 Venture Blvd. Wooster, Ohio 44691	kfink@seamancorp.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.).

Pre-Bid Meeting Sign-in Sheet
Dublin City Schools – 2027 Roof Replacement at Grizzell MS
08-13-2026

Representative	Company	Telephone	Email
1. Dean Zinke	F.P.S. Roofing	330-233-2453	dritchie@FPSRoofing.com
2. Brandy Seal	FPS Roofing	784-977-1542	bserial@FPSroofing.com
3. ERIN BO RIPLEY	Bill Jackson Roofing	414-277-5600	erinel@jacsenroofing.com
4. Jonathan Lusk	Revere Roofing Co.	614-230-6328	jonathan@revereofycorp.com
5. Eric Hudnall	Roof Lynx	502-309-5953	eric@rooflynx.com
6. Justin Struill	Off Struill Roofing	957-689-9357	justin@struillroofing.com
7. Kyle Fink	Kiba Tite	330-257-6207	kyle@secan.com
8. Trevor Walsworth	Speer	614-867-2534	twardsworth@speermehanical.com
9. Anthony Pile	Turner Lightning Rod	380-710-1107	Anthony.turner@posor@attlock
10. Antoine Secenal	Duro - Cast	540-303-7384	antoine.secenal@amrie.com
11. Travis Carraway	"	989 900 6064	Travis.Carraway@amrie.com
12. Randy Burrows	Master Construction	937,562-1051	-

Pre-Bid Meeting Sign-in Sheet
Dublin City Schools – 2027 Roof Replacement at Grizzell MS
08-13-2026

	Representative	Company	Telephone	Email
13.	John Lambert	MCSI	888-888-8221	john@mcsi.work
14.	Cedric Johnson	ENGINEERED SYSTEMS	614-558-3891	cedric.johnson@engineeredsys.com
15.	ROSS HUGHES	ENGINEERED SYSTEMS	614-753-3888	ross@engineeredsys.com
16.	Jesse Heidnik	RJK Roofing Solutions	440-413-8038	jesse.heidnik@rjkco.com
17.	John Carr	ACS/SLCA	740.632.8957	john@trustais.net
18.	Davis Lammer	Trisco Systems	419-890-5661	davislammer@triscoystems.com
19.	Frank Anderson	RBT Roofing	903-556-5087	Frank@rbtr roofing.com frank@rbtr roofing.com
20.	Chris Edwards	Chenote	714-440-5328	cedwards@chenote.com
21.	Jackie Miller	BB Building / GAF	614-400-8681	jackie.miller@gaf.com
22.	Mike Gottron	Engineered Systems	614 402 2255	mike@engineeredsys.com
23.				
24.				

Pre-Bid Meeting Sign-in Sheet
Dublin City Schools – 2027 Roof Replacement at Grizzell MS
08-13-2026

	Representative	Company	Telephone	Email
25.				
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