

ARCHITECT'S ADDENDUM

Addendum Number: 02

Date: September 17, 2026

RE: EASD 2027 Admin Center Window Repairs

Prepared By: Sneha Joshy
Cordogan, Clark & Associates

CCA Project No.: 261041

To: Prospective Bidders

Subject: Addendum 02 to the Construction Documents for the EASD 2027 Admin Center Window Repairs

This Addendum forms a part of the Construction Documents and modifies the original Construction Documents, dated September 10, 2026. Acknowledge receipt of this Addendum in space provided on the Bid Form. Failure to do so may subject Bidder to disqualification.

THE FOLLOWING ITEMS ARE TO BE INCLUDED IN THE PROPOSAL.

General Clarifications:

- 1) Pre-Bid Meeting Agenda has been attached for reference.
- 2) Pre-Bid Meeting Sign-In Sheet has been attached for reference.
- 3) An additional virtual Pre-Bid meeting will be held on Friday, September, 18 at 1:30pm. It is mandatory to attend either the in person or virtual Pre-Bid meeting. Those who attended the in person meeting are not required to attend the virtual Pre-Bid meeting. It is required for all bidders to visit the site before bidding.

Microsoft Teams meeting:

[261041 EASD 2027 Admin Center Window Repairs Pre-Bid Meeting Link](#)

Meeting ID: 243 224 482 057 710

Passcode: 5Fi94Zo2

- 4) Contractor is responsible for removing and reinstalling metal gate and fencing to gain access to the courtyard needed to perform work.
Contractor is also responsible for any damage to the site and landscaping. Contractor to take all necessary precautions needed to mitigate any damage to the site while performing work.

Clarifications To the Specifications:

- 1) NONE

Clarifications To the Drawings:

- 1) NONE

Attachments:

- 1) Pre-Bid Meeting Sign-in Sheet
- 2) Pre-Bid Meeting Agenda

End Of Addendum No. 02



PRE-BID MEETING SIGN-IN SHEET

Time: 10:30 AM

CC Project No.: 261041

[illegible]

PRE-BID CONFERENCE AGENDA

DATE: 09.16.2026

RE: EASD 2027 Admin Center Window Repairs

TIME: 10:30 am

CCA Project No.: 261041

LOCATION: 310 Seminary Ave,
Aurora, IL 60505

AGENDA NO.: PRE-BID Conference

Introductions:

Andrew J. Allen	Assistant Supervisor for Operations
Ashraf R. Kawash	Director of Buildings and Grounds
Nicholas R. Kuri	Assistant Director of Buildings and Grounds
Michael Perez	CC Associate
Sneha Joshy	CC Project Support

East Aurora School District #131 (hereinafter referred to as the Owner) will receive bids for the following project until 10:00 AM, local time, on September 29, 2026, at the District Office East Aurora School District # 131, 310 Seminary Avenue, Aurora, IL 60505. Any bids received after this time may be rejected. Proposals shall be addressed to:

East Aurora School District #131,
310 Seminary Avenue,
Aurora, IL 60505

Attention: Ashraf R. Kawash, Director of Buildings and Grounds
Project: EASD 2027 Admin Center Window Repairs
Do Not Open – Project #261041

- A. Bids will be publicly opened and read at the time and location noted above.
- B. Project Summary: Work includes but is not limited to the window repairs at the East Aurora School District Admin Center
- C. Contract Documents may be obtained by Bidding Contractors from the Office of the Architect - Cordogan Clark & Associates, Inc., 630-896-4678 or constructionadminaurora@cordoganclark.com <https://www.cordoganclarkplanroom.com/jobs/public> Bidders may also contact Vesco Reprographics, 630-896-2115, to obtain the bid documents:

Vesco Reprographic
1351 Aucutt Road
Montgomery, IL 60538

630.896.2115 tel.
630.897.6434 fax
<http://www.cordoganclarkplanroom.com/>

- D. All bids must be accompanied by a Bid Security in the form of Bid Bond in the amount of 10% of the Base Bid (plus additive alternates) made payable to the Owner.
- E. This is a mandatory pre-bid conference. **PLEASE MAKE SURE YOU SIGN IN.**

- F. All bidders are required to visit the site. The project site is available for inspection on a limited basis after the pre-bid meeting. We highly recommend that your team utilizes this time to review all existing conditions impacting the project. Should a bidder find discrepancies or ambiguities in, or omissions from documents, or should they be in doubt as to their meaning, they shall, at once, and in any event, not later than 72 hours prior to bid due date, notify Cordogan Clark, who will, if necessary, send written addendum to all bidders. The East Aurora School District #131, nor Cordogan Clark shall not be responsible for any oral instructions.
- G. The Contractor shall pay, if applicable, not less than the prevailing rate of wages as established, to all laborers, workmen and mechanics in the performance of Work under this Contract in accordance with "An Act regulating wages of laborers, mechanics and other employed under contracts of Public Works." 820 ILCS 130/1 et seq.
- H. The Owner reserves the right to reject any and all bids, to waive any informality in bidding, or accept the bid that, in their opinion, will serve their best interests.
- I. This Project is exempt from Taxes.
- J. Insurance Requirements are as noted in the Specifications Section 003500-5 1.6
- K. Contractor Qualifications – AIA A-305 Contractor Qualification Form must be filled out in its entirety and duly executed.
- L. Substantial Completion Time Schedule: The Contractor is required to perform their work within the following Preliminary Construction Schedule. The schedule implies an aggressive construction operation. By submitting a bid, the Contractor guarantees they can meet the proposed Construction Schedule. The Contractor shall assume multiple mobilizations may be required to perform the scope of work.
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| <p>a. October 20, 2026,</p> <p>b. November 2, 2026,</p> <p>c. July 2, 2026,</p> | <p>Notice to Proceed</p> <p>Contractor Access</p> <p>Substantial Completion</p> |
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- M. Background Checks – EASD requires finger printing and background checks for all Contractors working in the School District. It is the Contractor's responsibility for all associated costs for the finger printing and background checks.
- N. QUESTIONS AND ANSWERS
- O. SITE WALK THROUGHS:
- a. Pre-bid walkthroughs will be held by appointment only, between the dates September 16-22, 2026

Site Contacts:

Luca Muench lmuench@cordoganclark.com 612-226-6529