



STECKEL • PARKER • ARCHITECTS, INC.
ARCHITECTS • PLANNERS • CONSULTANTS
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DAVID E. STECKEL A.I.A.
SCOTT A. APER, A.I.A. ASSOCIATE

Meeting Minutes: Mandatory Pre-Bid Conference
Employee Break Room Kitchen Renovations
SRS
2101 S. Veterans Parkway
Springfield, IL
SP#25-109

Meeting Data: Date - 5/27/25
Time - 1:30pm
Location - Job Site

In Attendance: Robert Cooper - SRS
Don Evans - Evans Construction
Jon Renken - R.D. Lawrence Const.
Tony Calcari - Prairie State P&H
C.J. Holsapple - Carpet Weavers
Dave Steckel - Steckel Parker Arch. Inc.

Attendance Record is attached to the minutes.

It was determined that door frames will not need to be painted.


Drywall walls and ceilings are patch and paint. Existing mechanical/electrical items in the ceiling will remain. One area with flaking paint appears to be old water damage and as such removal of flaking paint prior to painting should be adequate.

The only electrical work is disconnection and reconnection of the garbage disposer.

The toespace of Room 135 'Coffee' was reviewed. SRS has the missing piece of base. Existing remaining base must be removed, the backer board replaced, and the tile reinstalled and grouted.

If bidders have questions regarding the Invitation for Bid/Bid form they can contact Bob Cooper direct at 217-524-0390. Bids are to be delivered to Steckel Parker Architects, Inc.

The foregoing is my understanding of items discussed and conclusions reached. All parties present are requested to review the minutes and advise the undersigned of errors or omissions, which in their opinion, require correction.

By: 

David Steckel, AIA
Steckel Parker Architects, Inc.

CC: all present
all plan holders

ATTENDANCE RECORD

Project No 25-109

Employee Break Room Kitchen Renovations

SRS 2101 S. Veterans Parkway, Springfield, Il.

Prebid Meeting

Date: May 27, 2024

Time: 1:30. P. M.

Place: Building Site

Attendant

	<u>Name & Title</u>	<u>Representing</u>	<u>Phone & e-mail</u>
1.	Dave Steckel	Steckel Parker Arch	217.793-6444 dave@steckelparker.com
2.	Don Evans	EVANS Const Co.	217-525-1456 don@evansconst.com
3.	Tony Calcarì	PSPH	217-502-0992 aacalcariprairiestateinc
4.	CS Holsapple	Carpet Weaver's	217-891-3954 cjholsapple@carpetweavers.net
5.	Jon Renker	RDLawrence	217-787-1384 jrenker@rdlawrence.com
6.	Bob Coope	SRS	217 524-0390 robert.cooper@SRS.illinois.gov
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