



PREBID VIRTUAL MEETING MINUTES

Project: Ionia County Façade Restoration 2026
RESTORE Project #: 2025-1332

Date: July 29, 2026
Time: 2:00 PM

I. Introductions

- A. Ionia County
Scott DeRuischer, Ionia County Facilities Director
- B. Restore Consulting (RESTORE)
Michael DeMaagd Rodriguez, Project Architect
- C. Attendance
Jason Schumacher, Poe Restoration
Chris Huff, RAM Construction Services
Clifford Freitas, Brickworks Property Restoration
Craig Leidel, Grand River Builders
Myron Sparrow, Building Restoration Inc.
Chris Cusack, Cusack Masonry Restoration

II. Bid Schedule

Virtual Prebid Meeting 2 PM EST:	Wednesday, July 29, 2026
Prebid Site Walk Meeting 2 PM EST:	Friday, July 31, 2026
Written Questions to Architect Due 2 PM EST:	Monday, August 3, 2026
Bids Due 2 PM EST: (Sealed - Deliver Two (2) Physical Copies In-Person or Certified Mail/Courier)	Friday, August 7, 2026
Anticipated Contract Award:	Monday, August 10, 2026

III. Questions

- A. Please submit questions in writing to:
Michael DeMaagd Rodriguez, Architect (mrodriguez@restoreces.com).
- B. **All questions and answers will be recorded and included in the bid package as an addendum.**

IV. Proposed Construction Schedule

- A. Start date: Monday, August 31, 2026
- B. Substantial completion: Friday, November 1, 2026 (10 weeks)
- C. Contractor proposed schedule alternate
Contractors are invited to provide alternative schedules for start date and completion for consideration, if desired. Phased mobilizations will be considered.
- D. Liquidated Damages
There will be no liquidated damages.
- E. Sequence and cold-weather protection
A detailed summary of proposed phasing sequences and cold-weather protection measures, if needed, are encouraged to be included with the bid proposal.

V. Bid Documents

- A. Bid Form
The bid form was reviewed. Bidders were supplied with both PDF and Excel files for their convenience. Please note repair items designated as either lump sum costs or unit prices with estimated repair quantities. Contractor mobilization and general conditions are to be expressed as



a percentage of the repair item subtotal value, including allowance values. Alternate values are to be provided separately from the base bid subtotal.

B. Drawing Set

The drawing set was briefly reviewed. Repair items numbered in the legend correspond to the bid form and the repair details. The expectations for above-average care of the aesthetic impacts of masonry and mortar joint repairs are emphasized.

C. Addenda

Addenda will be issued to all bidders and posted to the County website, including meeting minutes and responses to written questions.

VI. Bid Review

A. Sealed Bids

Only fully completed, sealed, physical bid proposals will be accepted. Bid proposals will be read aloud and recorded publicly. Late bid will not be considered.

B. Optional materials: References, relevant project experience, and subcontractors, if any.

Optional materials will not be read aloud.

C. Vetting and bidder interviews

RESTORE may interview bid finalists and references, at the discretion of the County.

D. Bid bonds/insurance are not required.

VII. Project Award

A. Award Criteria

Project award will consider price, qualifications and team, experience, schedule, and any other relevant information at the discretion of the County.

B. Anticipated contract award: Monday, August 10.

Should the County's review process require more time, all bidders will be notified in writing.

C. Notification of award status

RESTORE will communicate in writing to all bidders.

D. Construction Contract

AIA A105 contract will be used as project agreement between Owner & Contractor. A draft contract will be made available for review.

E. Winning contractor to provide COI and detailed project schedule after execution of contract.

VIII. Project Expectations

A. Submittals

Submittals are required for review for all materials and products prior to work being performed.

B. Mockups

Material mockups are required for all mortars and replacement masonry units prior to full work being performed. See drawing notes.

C. Project meetings

One preconstruction meeting (in-person) and weekly or biweekly progress meetings (virtual or in-person, as required) should be expected.

D. Field Reports and Issue Lists



The architect will perform periodic site inspections and generate field reports with issues list(s). A final punch list will be created before project closeout.

E. Pay Applications

AIA G702, with monthly quantity sheets and/or as-built drawings submitted to Architect for certification.

1. Unit cost quantities: All unit cost items will be paid out per quantity performed and verified.

2. Retainage: 10% on all payments will be held until project completion.

IX. Project Site

A. Public access

Work may not disrupt building operations, access or egress.

B. Façade access and overhead protection

Lifts, ladders, swing stage, and/or scaffolding are all acceptable. Barricades and overhead protection are required during overhead work to protect the public and building entrances. Reasonable preventative measures to prevent unauthorized scaffolding and building access must be provided.

C. ROW

Permits to secure street parking, if desired, are the responsibility of the contractor.

D. West alley drive

Shared access easement is in place. RESTORE and the County will notify neighboring building ownership of scheduled work. Contractors may use the service drive (but not adjacent private parking) for façade access, as needed.

E. Contractor staging, parking

Dedicated space to be provided in County surface lot directly south of the building.

F. Contractor lay-down area and mortar mixing areas

Dedicated lay-down and cleaning location to be reviewed with County.

G. Portable toilets

Contractor to provide temporary toilets in a location approved by the County. Building restrooms will remain reserved for staff and County visitors.

H. Site repair

Contractor is responsible to return paving and landscaping to existing condition.

X. Other

Repair Item 5 – Basement Door Replacement

Door specifications and pricing are available from SA Mormon. Contact:

**Joe Koperski
1100 Gezon Pkwy SW, Grand Rapids, MI 49509
PO Box 2182 Grand Rapids, MI 49501
616-723-4604 (cell)
jkoperski@samorman.com**