



MINUTES OF MEETING

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SUBJECT: Rend Lake Resort – Pre-proposal Meeting

LOCATION: Rend Lake Resort – Conference Center

DATE: June 25, 2012 **TIME:** 11:00 am

ATTENDEES: Tim Patrick, Gena Atchison, Barb Anderson, Gary Iles, Ralph Hamilton, Kevin Gates, Design/Build Team Representatives (see Attendance Record)

PURPOSE OF MEETING:

Pre-proposal Meeting and Site Visit

DISCUSSION:

- Tim Patrick reviewed the agenda for the pre-bid meeting, and reiterated that the meeting is the only scheduled site visit for design/build teams. Future visits are allowed if the design/build team checks in with Gena Atchison; questions will not be answered and escorts will not be provided during future visits.
- The scope of the Bridging Document was reviewed.
- CD's of available existing documents were distributed to each Design/Build Team.
- Potential revisions to the RFP were discussed; final changes to the RFP will be made in a subsequent amendment posted on the CDB website.
- If any existing documentation is required beyond what was provided in the meeting, Kyle Lazell (217-782-2865) with CDB is the point of contact.
- Questions/comments from design/build teams:
 - The order of projects in the Bridging Document does not match what was read off in the pre-bid meeting.
 - Order of priorities will be clarified via amendment.
 - Has the Corp of Engineers been contacted regarding the project?
 - The Corp has not been contacted, but given the using agency and owner's relationship with the Corp, it is assumed there will be no issues during the permitting process.
 - How long will each interview last?
 - Per RFP, 45 minutes for presentation and 15 minutes for question/answer will be allotted per team.
 - Where pre-manufactured is listed in the Bridging Document as part of an item's scope, is that a part of the requirement, or can the item be stick built?
 - The decision to go with pre-manufactured or stick built is up to the design build team, and any reference to such in the Bridging Document is intended to convey design intent rather than method of delivery.
 - A question regarding preferred finish materials was raised, in particular wood vs steel structure for items that have exposed structures.
 - Please note that Bridging Document requires that material appearances must be compatible with adjacent buildings and existing resort theme.
 - There is a conflict in the required number of hotel units found within the Bridging Document.
 - This will be clarified via amendment.

Minutes of Meeting (cont.)

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- A question was raised regarding the necessity of the required progress submittals, as they conflict with the typical efficiency's of a design/build project.
 - Project will follow the process as outlined in the Standard Documents for Design Build 2007 (SD-DB)
- Can the 'completion by 365 calendar days from authorization to proceed' be changed to 365 days from approval by Corp of Engineers?
 - Not at this phase of the project; if required the schedule will be amended at a future date.
- All inquires and RFI's are to be sent to CDB.DesignBuild@Illinois.Gov

MINUTES RECORDED BY:

Barbara E. Anderson, AIA, LEED AP BD + C