Job Walk Notes

Attendees:
Dan Cox - Facilities Management, LRCCD
Kate Pankowski - Senior Buyer LRCCD
Attendees per sign in sheet

Location: Sacramento City College

Project review: Briefly discussed the project including but not limited to the following items:
1. Submittals, bid deadline, required bid documents, Board approval date, addendum postings, attached agenda items.
2. Attendees advised to refer to project manual.
3. It is not mandatory that the plans are purchased from ARC Document Solutions; however, ARC is the official reprographics, and all addenda are issued from ARC.
4. Procedures for handling questions and requests for information, and deadline to submit RFI's.
5. Request for information will be accepted until **12:00 PM, Friday, February 27, 2015**

Items discussed:
1. The Parking Lot will be available starting May 21st, 2015.
2. Los Rios CCD will carve out space for Contractors to bring equipment and set up their workstation.

Meeting ended at approximately 10:15 A.M.

Note: These meeting minutes represents the District's best effort to record the issues addressed during the pre-bid meeting. If no corrections or clarification are provided by the attendees within five (5) days of receipt of these minutes, these meeting minutes will be considered accurate, final and part of the project record.