Job Walk Notes

Attendees:
Jennifer Alford – Purchasing Supervisor, LRCCD
Kate Pankowski - Senior Buyer, LRCCD
Joseph Meyer - Facilities Management, LRCCD

Attendees per sign in sheet

Location: American River 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, July 10, 2015

Items discussed:
1. Discussed the project that consists of new soccer stadium and football stadium.
2. Part of the project is to redo the irrigation system.
3. Parts of the field will be in continuous use by the campus so reroute of the irrigation system will have to be done early in the project.
4. Fencing will need to be very well secured and coordinated to keep students and faculty from accessing and trespassing the construction zone.
5. Coordination with the campus will be needed in regards to the closure of practice fields; fields need to be usable as long as possible.
6. Buildings have been approved by DSA.
7. LRCCD will take care of DSA approval for the bleachers: contractor is expected to deliver submittal-ready documentation to the Project Manager. LRCCD will pay the DSA fees.
8. There is an alternative, easier access for the big equipment but it will need to be coordinated with Project Manager prior to accessing the alternate roads.

Meeting ended at approximately 10:45 AM

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.