

Job Walk Notes

Attendees:

Paula Gordon – Purchasing, Los Rios CCD
Kim Carrillo – Purchasing, Los Rios CCD
Julie Moore – Facilities Management, Los Rios CCD
Joe Bardon – Facilities Management, Los Rios CCD
Adam Davis - Weston & Associates

Additional 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 for details.
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, March 31, 2017.**

Items discussed:

- 1) Sacramento City College has a good representation of all 5 sites.
- 2) Access will be coordinated with Project Manager once the award is made.
- 3) Total of 41 drives
- 4) Viewed Cafeteria Mechanical Room:
 - a) VFD for this machine? No. See project specifications.
 - b) Where is EMTC? Disconnects are on the wall. Drive to be placed between disconnect and pump.
- 5) Viewed Rhodda South Mechanical Room #4, Second Floor:
 - a) Drive will remain. Cooling fan needs to be replaced. 1, 3, and 5 points need to be added to it.
 - b) Fan in room is having VFD added to which one? See M0.02.
 - c) SU1 is on roof.
- 6) Viewed South Gym Mechanical Room
- 7) Viewed South Gym Roof
 - a) Replace both supply and return fans.
 - b) Put new VFDs in unit? No. Surface mount.
- 8) Viewed North Gym Mechanical Room
 - a) Does Los Rios typically have contingencies? There are 2 “contingency allowances” at \$10,000 each. Refer to the specifications.

Meeting ended at approximately 12:54 PM.

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.