

### Job Walk Notes

**Attendees:**

Paula Gordon – Purchasing, Los Rios CCD  
Kim Carrillo – Purchasing, Los Rios CCD  
Dan McKechnie – Facilities Management, Los Rios CCD  
Julie Moore – Facilities Management, Los Rios CCD  
Camelia Luca - Dean F. Unger AIA Inc.

Additional 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 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, August 25, 2017.**

**Items discussed:**

1. See “Walk Speaking Points” attached
2. Addendum 1 has been issued.
3. Is concrete required under landings? To be confirmed by contractor.
4. Williams Scotsman will complete carpet and we will have final walk through.
5. Is fire alarm stand alone or tied in? Submit RFI
6. Interior of T402? Submit RFI

Meeting ended at approximately 10:45 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.

## PV2 Bid Walk Speaking Points, August 23, 2017

- **Summary of work Overview:**
  - Please read the plans and specs for complete summary of work.
  - Power and fiber will be brought overhead from the Student Center building to the southeast corner of the village, and routed to each of the 13 classrooms.
  - Guy wires will need to be provided from pole to ground to help stabilize the power/data site poles.
  - Seven classrooms will require alterations including interior walls and doors, high density power and low voltage, additional HVAC units, and a server room with a dedicated HVAC unit.
  - A new fire hydrant must be installed at the west side of the village.
- Coordination with LRCCD IT representative(s) will be required to coordinate all exact racks, equipment in racks, and connections for the data system for a complete and operational installation.
- A two-week notification is required before all scheduled power shut downs.
- Work is to be completed within 65 days of the Notice to Proceed.
- Please carefully review the specs provided in the Project Manual and the plans.
- **Allowance:** The project budget includes a \$20,000 allowance for unforeseen items, and this is to be included in the base bid.
- **Temporary Fencing** is required around the site throughout the project. It will be an option to take over the contract with L&M Rental once the NTP is issued.
- **Safety and Security:** ARC is an active campus. It is imperative to watch for distracted students and drive carefully at all times at the campus.
- **Parking** will be available within the construction area.