

Job Walk Notes

Attendees:

Kim Carrillo – Purchasing, Los Rios CCD  
Dan Cox – Facilities Management, Los Rios CCD  
Neil Thomas Steiner - Glumac

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, December 8, 2017.**

**Items discussed:**

1. Asbestos report available. That agency will core hole in roof.
2. There is an allowance that is part of the base bid.
3. Summary of work notes a few classrooms with students. The work will need to be scheduled around class time.
4. There is a Honeywell component.
5. There are 5 sites some are IT rooms with 24/7 cooling & heating.
6. EDC has a VRS system.
7. Standard working hours? Yes with exception of classrooms identified in specifications.
8. Shut down? 2 week lead time – refer to specifications.
9. Viewed rooms 421D; 403D and roof.
10. Scope for wall penetration (in room 403D)? No.

Meeting ended at approximately 10:35 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.