

Job Walk Notes

Attendees:

Paula Gordon – Purchasing, Los Rios CCD
Kim Carrillo – Purchasing, Los Rios CCD
Peter Bowman – Facilities Management, Los Rios CCD

Additional attendees per sign in sheet

Location: Cosumnes 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, September 29, 2017.**

Items discussed:

1. Can there be alternate traffic routes? Yes
2. Can an electrician be contacted if needed? Coordinate with Project Manager.
3. Discussed phasing of project.

Meeting ended at approximately 12:20 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.