

Job Walk Notes

Attendees:

Paula Gordon – Purchasing, Los Rios CCD
Julie Moore – Facilities Management, Los Rios CCD
Danny McKevitt - Engineer

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, July 20, 2018.**

Items discussed:

1. Reviewed scope of work and viewed Rodda Hall North main hallway access points and Rodda Hall South, 2nd floor examples of lighting in Room RS270.
2. This project includes retrofitting light fixtures and installing acrylic lenses where fixtures are eliminated. The exiting lens clips can likely be used.
3. Is there a particular style Los Rios want to achieve? Yes, please refer to specs and plans. Preference is no substitutions, bid to specs.
4. Work hours? To be coordinated with campus, especially the offices on the 2nd floor of Rodda Hall South. Work hours are all or mostly after hours from 11pm – 6am.
5. Currently have distribution relay system that is high maintenance; this project is to remove it.
6. Is there existing emergency lighting? No.
7. Are controls on mainframe or stand alone? To be answered in an addendum.
8. Are the switches battery powered? No, battery powered.
9. Dimmable? Yes, and daylight sensing.

Meeting ended at approximately 10:30 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.