

### JOB WALK NOTES

**Attendees:**

Kim Carrillo – Purchasing, Los Rios CCD

Joe Meyer – Facilities Management, Los Rios CCD

John Goodin – KMM Services

Mark Robertson – Construction Inspector

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, Tuesday, February 19, 2019 (see addend #1).**

**Items discussed:**

1. Some unique qualities of this job is that work will take place at night. Also, there are some limited access areas that will require coordination with Project Manager to schedule a District representative to be present while work is in process.
2. Scope includes hardware change out for older buildings. Refer to specifications and plans.
3. Rodda Hall North viewed example of older building.
4. Historical preservation? No.
5. Viewed Fire Alarm Control Panel room # TC-1.1 conduit for pathway that continues to Custodian closet.
6. No door is to be out of commission for more than 24 hours? Yes. Refer to specifications and plans.
7. Systems Furniture in the Financial Aid office has no hardware changes.
8. Use existing pathways in Student Services.
9. Field survey will be required by awarded contractor.
10. Identified Campus Operations and Printing Services buildings. District to run a pathway between the two buildings.
11. Identified panels and mechanical rooms in Parking Structure.
12. Identified North Gym basement and pull box near NOG 105.
13. Viewed NOG111.

14. Cable color preference? No. Refer to specifications and plans.
15. Viewed Learning Research Center (LRC) entrance doors. Also looked at LRC elevator that will need a larger card reader. Refer to specifications and plans. Viewed pathway in first floor HVAC room and panels.
16. Viewed Lillard Hall examples of older locks. Refer to specifications and plans. Refer to specifications and plans.

Meeting ended at approximately 11:30 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.