District is looking at improving the keying situation and adding electronic access throughout the entire district. The overall project will eventually cover all of the LRCCD campuses in a similar fashion. This project at the ARC campus is the first of several over the next couple of years.

Keying:

- The district has standardized on a Medeco key system.
- ARC is the first campus that will use this new system district wide.
- Project will rework or replace existing door hardware to accommodate the new Medeco cylinders.
- District will purchase the cylinders under a separate contract. This project contractor will install the cylinders into existing and contractor furnished hardware.
- There are approx. +/- 1,850 doors in this project that will need to be addressed.
- Hardware removed from the doors shall be returned to the district.

Access:

- District has standardized on a combination of Imron and Elk head end equipment.
- Contractor working on access system must be pre-certified to work with Imron equipment and is required to have minimum of 5 years’ experience.
- District Police is monitoring some existing buildings throughout the district on existing Imron control stations.
- Project will install new Imron/Elk head ends in permanent buildings on the campus.
- District will assemble the back plains of the head end components and deliver them to the job site for the contractor to install and connect to the field wiring. The details of this will be issued as part of the upcoming bid addenda.
- Several buildings have had a prior project install some components of the head ends and this project design is adding to that installation.
- Some spaces where head ends will be installed are crowded. Intent of the drawings is to show location of head ends, but exact build-out will vary from room to room.
- Intent of project is to establish one or two access entry/exit locations per building. There will of course be some exceptions to this. There are 115 +/- doors that will involve access as part of this project.
- District will provide a station for programming, testing and field verification of all installed devices prior to the newly installed system being moved to the production system.
- Project will remove all existing Locknetics devices and hardware from the campus. All hardware shall be returned to the district in a clean and re-usable fashion.

Lockbox / Emergency Lockdown Reader:
• Each of the buildings where Imron is or will be installed will have a district furnished contractor installed lock box placed.
• The lock box, which is tied into the access control system, will contain certain keys for district staff to gain access to buildings and areas within the building.
• As drawings will show, each of the lock boxes will be wired up with 120V, Ethernet and access control wiring.
• Each building will have a pre-designated reader location which sole purpose will be to electronically lock down ALL exterior electronic doors that are connected to the access system within a building

Bid addenda:
• Currently working on addenda to be issued week of 4/2
• Door hardware schedules will be updated
• Access control details will be updated and added to
• Access control head end details will be added
• Pathways will be updated and added to
• Bid alternate will be added
  o Conductors being ran for future (phase 2) exterior door tie-in to access control system. Conductors coiled at door locations.
  o Additional pathway will be included in bid alternate to allow added cables to be run.

END OF DOCUMENT

Note: These meeting minutes represent 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.