

Job Walk Notes

Attendees:

Kim Carrillo – Purchasing, Los Rios CCD
Joe Meyer– Facilities Management, Los Rios CCD
Vipul Safi – Rainforth, Grau Architects
Suzanne Sasaki-Harstein - Rainforth, Grau Architects

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 **4:00 PM, THURSDAY, August 29, 2019.**

Items discussed:

1. Viewed project room.
2. Final addenda will be posted no later than Friday, August 30, 2019.
3. Limited construction days: 90 calendar days.
4. Parking may not be close.
5. Temporary electronic card access to room and staging area to be arranged between Project Manager and awarded contractor.

Meeting ended at approximately 10:21 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.