

**HACC, Central Pennsylvania's Community College
Stabler Hall – Virtual Campus**

09-16 Pre-Bid Meeting

November 4, 2008

11:00 am

Meeting Minutes

Attendees:

Rick Cecco – Secco Inc.

Norm Dudanowilz – D & S Contractos, Inc

Chris Collins – Herre Bros., Inc

Mike Gosik – A. P. Williams Inc,

Rob Henning – Gatter & Diehl

Brian Enterline – Miller & Norford

Rick Martz – T. L. Rowe Associates

Nick Kostelac – East Coast Contracting

Scott Eichelberger – eci Construction

Bill Euker Jr. – Herre Bros., Inc.

Joe Roudebush – Gatter & Diehl

Jessica Meyers – JEM Group

Rich Wille – Eastern pcm

Mark McCammon – Eastern pcm

1.0 Team Introductions

- Jay Ellison – Facilities Director, HACC Harrisburg
- Larry Livingston – HVAC Coordinator HACC
- Gig Settle – Gannet Fleming Engineer
- Rich Wille – Eastern pcm, Associate
- Mark McCammon – Eastern pcm, Project Manager

1.1 Epcm explained that HACC has requested additional work in Room 226 & 207 of Whitaker Hall. Epcm will issue an addendum with the drawings for the additional work. The schedule for the completion of the work is as follows:

- Whitaker Hall Room 207 – January 15, 2009
- Whitaker Hall Room 226 – January 30, 2009
- Stabler Hall Virtual Campus – February 15, 2009

1.2 Epcm instructed all bidders that any questions must be in writing and may be emailed (epcm@easternpcm.com) or faxed (717.233.1666) to Epcm. Bidders were instructed that the last day for questions is 11.10.08 @ 12:00 pm.

1.3 Epcm informed all bidders that the project is registered with the Pennsylvania Department of Labor and Industry as a prevailing wage project and the rates are included in the specifications.

1.4 Bidders were notified by Epcm that all work will be completed at night and work hours would be finalized in the Addendum.

1.5 Epcm and HACC informed bidders that college restrooms may be used by the Contractors during construction and that dumpsters may be placed outside the rear entrance to Stabler Hall.

1.6 Bidders were advised by Epcm that HACC has First Right of Refusal for equipment and material removed. The lights at Stabler Hall were used as an example.

- 1.7 Epcm noted that in addition to the plan and specification notes that all labeling of the electric work requires the approval of Sean Beaver at HACC. It was also noted under electrical, that shared neutral are not permitted.
- 1.8 Bidders were instructed that all plans must be obtained from Eastern pcm, LLC as the Construction Manager.

Respectfully Submitted,
Mark McCammon, Eastern pcm, LLC

The above summations are the interpretation of the author as to the items discussed and the decisions reached. Corrections or additions to these minutes are to be made in writing and sent to the attention of the writer no later than 5 days after receipt; otherwise, these minutes will stand as written.

cc: All Attendees

