

**HACC, Central Pennsylvania's Community College
Underground Survey – Emergency Mass Notification System
Harrisburg Campus**

Pre-Bid Meeting

January 5, 2010
9:00am

Meeting Minutes

Attendees

Dick Mansberger – Heim Company
Glenn Foltz – Herre Bros., Inc.
Michael Nazzaro – Nazz Tech Services, LLC

Dan Beinhower – E K Services, Inc.
Steve Bowman – Mr. Rehab
Greg Lamay – Eastern pcm

- 1.0 Team Introductions
- a) Owner HACC, Central Pennsylvania's Community College
 - b) Construction Manager Eastern pcm, LLC
Greg Lamay – Project Manager
- 1.1 The schedule on the agenda was incorrect. The bid date remains January 14, 2010 as stated in the Request for Bids.
- 1.2 Questions to Construction Manager (attn: Greg Lamay) in writing via fax or e-mail and copy:
- a) EPCM Fax: 717-233-1666
 - b) EPCM E-mail: epcm@easternpcm.com
- 1.3 This is a Prevailing Wage Rate Project, the applicable rates and referenced specification section will issued by addendum.
- 1.4 The scope of the project was further defined as an effort to verify, update, and complete the duct bank/conduit schedule provided on the drawings in the bid package, in addition to documenting the current condition of the duct bank.
- 1.5 The intent of the survey is to present HACC with an as accurate as possible evaluation of existing conditions that can be used as a baseline for all future projects requiring connectivity between buildings.
- 1.6 A discussion ensued regarding how and to what extent the video survey was to be performed. The consensus among contractors was that any conduit with less than 2" free space would not be able to be video taped. Additionally, it may not be possible to video scope the entire length of each conduit due to distances involved and physical limitation of the equipment. Eastern pcm conceded this but indicated that a good faith effort is required and that all conditions preventing a complete survey must be documented. To the extent possible, surveys that are incomplete from one end of a conduit must be attempted from the other end to produce, as complete as possible, a report on the condition of the infrastructure.
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- 1.7 A concern was raised regarding liability for incidental damages to existing cabling. Eastern pcm will include language in an Addendum to address this issue.
- 1.8 A tour followed in which 2 manholes were opened to observe water levels.
- 1.9 Bob Finley from HACC was able to join the tour and provided access to the basement of Blocker Hall to see how the conduit entered the building.

Respectfully Submitted,
Greg Lamay, 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

