

**HACC, Central Pennsylvania's Community College
Walkway Improvements – York Campus
2010 Pennsylvania Avenue – 2101 Pennsylvania Avenue**

Pre-Bid Meeting

November 24, 2009
9:00am

Meeting Minutes

Attendees

Keith Rufalo – HACC	Ernie Peek – Century Engineering
Brent Capatch – Kinsley Construction	Greg Lamay – Eastern pcm
Fred Phillips Jr. – Fred H. Phillips	John Page – Eastern pcm
Bern Anthony – Bernard Anthony, Inc.	Carly Peters – Eastern pcm
Rodney Washington – Washington and Dowling	

- 1.0 Team Introductions
- a) Owner HACC, Central Pennsylvania's Community College
Keith Rufalo – Campus Facilities Director
 - b) Engineer Century Engineering
Ernie Peek - Project Manager
 - c) Construction Manager Eastern pcm, LLC
Greg Lamay – Project Manager
John Page – On-Site Project Manager
Carly Peters – Project Coordinator
- 1.1 Bid Documents
- a) Bid Form – 4 Pages
 - b) Bid Security – Bid Bond required > \$10,000
 - c) Non-Collusion Affidavit
 - d) MBE/WBE Utilization Form
- 1.2 2. Schedule
- a) Bid Date: Thursday, December 8, 2009, 2:00 PM EST at Harrisburg Campus; Rm. 130
Whitaker Hall
 - b) Contract Award: December 9, 2009; subject to Board of Trustees approval
 - c) Construction Start: December 10, 2009
 - d) Construction Complete: January 22, 2010
- 1.3 Questions to Construction Manager (attn: Greg Lamay) in writing via fax or e-mail and copy Century Engineering (Ernie Peek):
- a) EPCM Fax: 717-233-1666
 - b) EPCM E-mail: epcm@easternpcm.com
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c) Century Engineering: epeek@centuryeng.com

- 1.4 This is a Prevailing Wage Rate Project as indicated in Spec. Section 00820.
 - 1.5 Contractors must be City of York bonded curb and sidewalk contractors.
 - 1.6 The building permit will be paid for and obtained by HACC.
 - 1.7 Submittals and shop drawings need to be processed in a timely manner (within the first 7 days).
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Respectfully Submitted,
Carly Peters, 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

