



MEETING NOTES

Gregg County – Precinct 3 Training Facility Meeting Location: Precinct 3 – Commissioner Boyd	Meeting Date: December 08, 2016
	10 AM

ATTENDEES:

- Commissioner Gary Boyd – Precinct 3, Shannon Wingo and Jeff Myers
- Linda Bolt – Casey Slone Construction
- Wesley Stowe - IPM, Inc
- Miles Freeman – IPM Inc
- Jason Jones – RLM General Contractors
- P. Anne Hugman – Hugman Architecture & Construction

ITEMS DISCUSSED:

Anne opened the meeting by going over the drawings and bid package. The following questions and clarifications were made. Hugman stated all the answers will be posted on the Gregg County website.

1. The existing irrigation lines under the future Training Room slab will be removed by the Owner prior to construction. The existing telephone line shall be relocated overhead during construction by the Owner.
2. Hugman will have the existing survey posted on the Gregg County website for review by the Contractors.
3. The 1” PVC as specified from the existing offices to the new Training Facility is sufficient. The new office will house the telephone connection for the state inspections.
4. The existing water and electrical on site can be used by the General Contractor during construction. The General Contractor must provide a port-a-john on site.
5. The construction dumpster shall be located to the left side of the existing loading dock within the fenced yard. Coordinate exact location with the Owner.
6. Construction parking shall be allowed along Cupit Street and in the parking lot to the west of the existing office building.
7. The irrigation and landscaping is by the Owner. The controller is existing in the office area. All final grading and topsoil is by the General Contractor.
8. Material storage will be allowed within the existing secure yard area to the west of the building pad site. Coordinate all with the Owner.

Note: If you have any corrections or additions to the preceding notes, please contact us as soon as possible.

Sincerely:

P. Anne Hugman AIA