

Meeting Minutes

To: n/a
From: Dan Dainard, P. Eng. (DD)
CC: n/a
Date: January 26, 2011, *meeting took place on January 20, 2011*
Re: **WEWPCC HVAC REPLACEMENT**
CONTRACT ADMINISTRATION
BID OPPORTUNITY MEETING No. 2

1.0	GENERAL	ACTION BY
1.1	Discussed information from Bid Opportunity Meeting No. 1. Meeting Minutes shall be attached to <i>963-2010 Addendum 1</i> .	DD
1.2	Electrical Contractors have requested clarification on some electrical items. RFIs should be forwarded to AES for reply; replies will be included in <i>963-2010 Addendum 1</i> .	DD
1.3	Request for extension of bid closing date requested. Revised bid closing date inc. in <i>963-2010 Addendum 1</i> .	DD
1.4	Roofers on site requested detailed roofing specifications. Specification shall be attached in <i>963-2010 Addendum 1</i> .	DD
1.5	Specifications for chain hoist and trolley are to be added to <i>963-2010 Addendum 1</i> .	DD
1.6	Specification 23 31 13.01 Metal Ducts to 750 Pa shows the use of a medium dull finish for the 304 SS where wording around it indicates a bright finish. Stainless Steel ducting requirements as per SMACNA HVAC Duct Construction Standards. Metal and flexible shall be a No. 3 B Finish. This clarification shall be included in <i>963-2010 Addendum 1</i> .	DD
1.7	Capability to extend existing chimneys in Headworks mechanical room has will be revisited and addressed in <i>963-2010 Addendum 1</i> .	DD
1.8	Intake louvers in the Primary Clarifier area will be provided by mechanical, not architectural.	INFO

With no further items to be discussed the meeting was adjourned.

We believe these minutes to be an accurate representation of the discussions that took place. Please report any discrepancies in writing before next scheduled meeting.

PREPARED BY;

Dan Dainard, *P. Eng., B.Sc., ME*
Project Manager - Design Engineer

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