



Sewer System Renovation  
Bridge City Center for Youth  
Project No.: 08-403-11-01, Part 01  
Pre-Bid Meeting Minutes  
Tuesday, May 2, 2014 at 10:00 a.m.

Attendees:

Mr. Howell Williams, Fleming Construction, LLC  
Mr. Philip Patteson, Durr Heavy Construction, LLC  
Mr. Steve Hart, C.G. Favret Co Inc.  
Mr. Steve Hooks, Kevin Clark Electrical Services, LLC  
Mr. Simon Fontenot, Industrial & Mechanical Contractors, Inc.  
Ms. Angela Sutton, OJJ  
Mr. Aubrey Moore Sr., OJJ  
Mr. Darrell Foster, OJJ  
Mr. Brian Mistich, Dammon Engineering, Inc.  
Mr. David Dammon, Dammon Engineering, Inc.

Minutes:

1. Meeting opened at approximately 10:00 a.m. with a review of attendees.
2. The following areas were covered:
  - a. Project Information
  - b. Work Covered by Contract Documents
  - c. Work Restrictions including work hours.
  - d. Scheduling of outages and other ongoing projects at BCCY.
3. A discussion was held concerning the security for the work site. Mr. Foster explained the daily procedure for gaining access to the work site. He also discussed physical security on the job site and the process for bringing tools inside the secure area and removing them at the end of the day. Tools and supplies brought into the secure campus must be accounted for at the end of each day. The on-site storage for tools and supplies inside a secured fenced area on campus was also discussed. Any motorized vehicles must be attended at all times while inside the secure area.
4. A discussion was held concerning tree preservation. The need to minimize the impact to the tree root system was reviewed.
5. The following questions were asked during the conference:
  - a. Can future site visits after the pre-bid conference be arranged?  
*Answer: Yes, site visits may be scheduled with 24 hours notice contact Mr. Aubrey Moore at (504) 402-0746.*

END OF MEETING MINUTES

