

See attached attendance sheet.

- 1) Prebid was advertised on the [www.lakeramsey.com](http://www.lakeramsey.com) webpage as well as on the [lakeramsey@yahoogroups.com](mailto:lakeramsey@yahoogroups.com) group email page. HOA members were urged to notify potential bidders about the meeting. Only one potential bidder showed up.
- 2) During the meeting in and around the gatehouse, various aspects of the work as outlined on the bid proposal form were discussed with the bidder and HOA members.
- 3) Because the bathroom walls have to be inspected inside the wall cavity as partial removal of those existing panels progresses, additional minor mold or mildew remediation may be required prior to installing the new FRP panels.
- 4) As the work is mostly, cleaning, repairing, or replacing the existing damaged materials, not a lot of discussion took place concerning that portion of the project. Most of the discussion was centered around the need to coordinate the work with the owner's vendors for the gate and surveillance system.
  - a. The owner's surveillance system company will remove all of the panels, cabinets, wiring and other equipment and devices prior to the contractor starting work so as not to impede the gatehouse contractor's progress.
  - b. The new surveillance system panels will be located above counter height by the surveillance contractor at the conclusion of the gatehouse work. The HOA will notify the surveillance contractor when it is time for them to do their work inside the gatehouse.
  - c. We have to change out the power supply panel inside (west side) of the metal fence between the exit gate and the visitors gate. This panel powers the gate operators. Dave Caldwell requested that the gatehouse contractor replace this panel, breakers, and conductors and associated items in his bid to avoid bringing in another trade to do only this work. New conductors will be pulled back to the main panel on the gatehouse. The panel will be raised on a new galvanized Unistrut support to be 24" above the level of the asphalt roadbed to help avoid future flooding. There is also a non-code compliant pull box in this area that needs to be replaced.
  - d. At this time, it is believed that the existing control and power panels on the west end of the gatehouse will remain in place.
- 5) There being no other items of discussion, the meeting adjourned at approximately 11:30.
- 6) End of minutes.

PREBID MEETING MINUTES

**LAKE RAMSEY GATEHOUSE REPAIRS**

LAKE RAMSEY HOMEOWNERS ASSOCIATION (HOA)

AUGUST 18, 2020 10:30 AM

BIDDER SIGN-IN SHEET

**LAKE RAMSEY GATEHOUSE REPAIRS**

LAKE RAMSEY HOMEOWNERS ASSOCIATION (HOA)

AUGUST 18, 2020 10:30 AM

1. Jimmy Manton Hillside Builders 14534 James Core Rd Folsom, LA 70437 [jimmy@hillsidebuilders.com](mailto:jimmy@hillsidebuilders.com) 985-264-3049

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NAME	COMPANY	ADDRESS	EMAIL	PHONE
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2. Maria Baronich LR HOA

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NAME	COMPANY	ADDRESS	EMAIL	PHONE
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3. Dave Caldwell LR HOA

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4. Susan Huff LR HOA

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5. Sam Fautleroy LR HOA

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