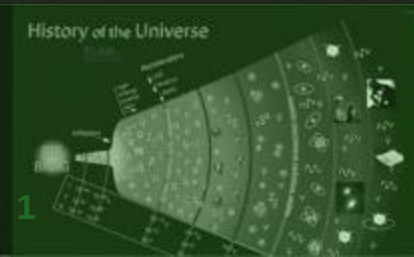
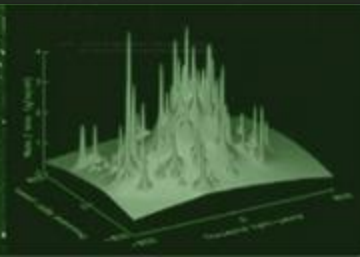
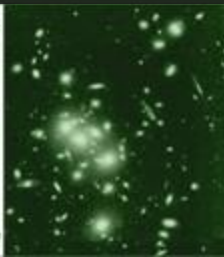
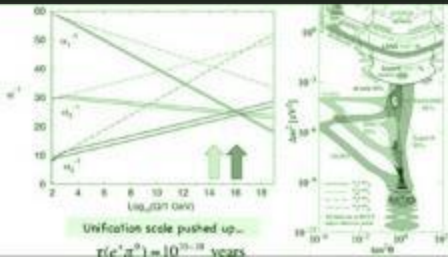
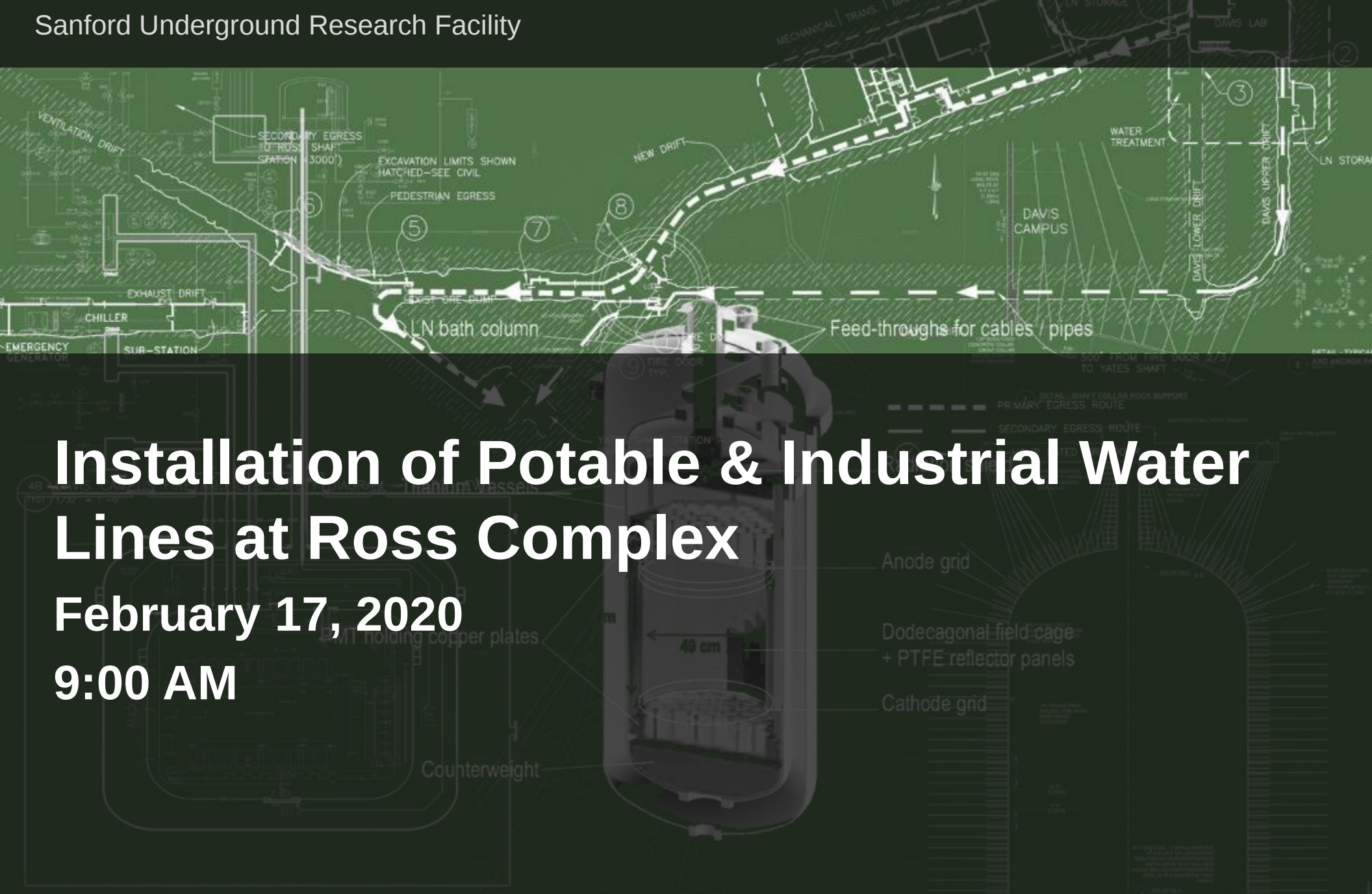


Installation of Potable & Industrial Water Lines at Ross Complex

February 17, 2020

9:00 AM



Agenda

- Introductions
- Contact List
- Scope review
- Safety
- Environmental
- Requests For Payment
- Sensitive Dates

Contact List

SDSTA Incident Command Center.....	605 722-6039
Fire/Medical/Law.....	911
SDSTA Receptionist.....	605 722-8650
SDSTA Facility Maintenance (Gary Larson).....	605 490-0131
SDSTA Environmental Manager (John Scheetz).	605 645-7227
SDSTA Project Manager (Todd Hubbard).....	605 722-5022
SDST Operations Director.....	605 390-5035

(If using a SDSTA phone please dial '9' first)

Basic Scope and Special Issues

Description of project that construction services are required:

The work includes: Installation of 2549 feet of 8" PVC & steel potable water line and 950 feet of 6" PVC industrial water line, four fire hydrants, 30' bore for 8" into headframe ramp area, 6" water meter and concrete pit, 424' ea of 2" & 3" sch 80 PVC conduit, asphalt/concrete removal and replacement of 357 tons of class E asphalt patch, abandonment of existing service & connections, removal of 2 fire hydrants/valves and incidental related work and all appurtenances according to the accompanying set of engineered drawings and specifications.

Safety

1. All workers must have documented OSHA 10-hour training
2. All workers must have SDSTA site specific training (30-40 minutes (provided by SDSTA)
3. All workers must have current documented respirator fit test.

Safety Meetings

1. Perform JHA's or SOPs for current tasks

- a) Must be in place for each work. Must be reviewed and signed by each worker
- b) Must be posted at work site
- c) Must be revised as necessary and reviewed with each worker
- d) Stretch before work and after lunch (this will be in JHA)

2. Daily toolbox talks at start of each shift

- a) Choose relevant topics; workers should sign

3. SDSTA will perform regular inspections and hold meetings to check schedule, address safety issues, and budget.

Spill Control/Waste:

- Identify all chemicals coming onto site (petroleum products, solvents, etc.)
- Provide MSDSs to SURF and have contractor MSDS book onsite
- Have disposal plan for all chemicals and construction materials (for example concrete washout for trucks, trash, misc. debris, aerosol cans, empty containers)
- Have secondary containment for all bulk hazardous chemicals. (bulk means greater than 5-gallons)
- Have SOPs in place for fueling equipment (show how you plan to prevent spills)
- Have emergency procedures in place for a spill (such as response, containment, clean-up, identify possible spill scenarios and how you plan to mitigate)
- Identify housekeeping procedures (including how plan to prevent trash from blowing away)

Requests for Payment

- Email invoices by the 3rd of each month to ap@sanfordlab.org
- No certain format required for invoices, but must include description of work and contract # on all invoices. All invoices are reviewed and approved by the PM
- Payment will be made within 20 days, assuming invoice approval
- Final payment must be requested within 30 days of completion

Sensitive Dates

- Questions Due March 20, 2020 (by close of business day)
- Questions and answers posted March 25, 2020
- Proposals Due March 31, 2019 by 2:00 P.M.
- These dates may fluctuate depending on award of contract/contract in place.