

Child & Family Visitation Office Conversion at Tuolumne General  
Pre-Proposal Site Meeting Agenda (Draft)

Date: November 20, 2025, 10:00 AM

Project Location: 101 Hospital Road, Sonora, CA, 95370

Attendees:

Owner's Representatives (County of Tuolumne)

Architect Representatives (Aspen St. Architects)

Agenda

- General Information on the Bid Process (County Team)
  - Sign-in Sheet
    - note requirement for attendance at this meeting for eligibility to bid
  - Review bid submission: time, date, method
  - Review Questions & Answers: method and deadline for questions
  - Bond requirements
  - Address means of access to bidding documents, including any upcoming Addenda
  - Note bidder's responsibility to review all project requirements
  - Review work hour restrictions
  - Note the tentative project schedule
- Specific Project Information (Aspen St., County)
  - Review the overall scope of work and tour the site and facility
  - Building/Interior
    - Extents of work area
    - Note Adjacent occupied office space to remain operational and address access to building/parking during construction
    - Note Fire Sprinklers location/extents. Discuss plans and permitting for sprinklers and alarm
    - Review IT Scope of work
  - Site
    - Review site scope of work
    - Note restrooms/parking/access requirements
    - Review potential lay-down areas (temporary storage locations, if any)
  - Note other pre-bid possibilities for access, if any
  - Conclude the tour