



Project Name:	Parking Lots Improvement Project	Meeting Date & Time:	June 25, 2008, 10:00 a.m.
Subject/Purpose:	Briefing - Parking Lots Mandatory Walk-thru for Thursday, June 26, 2008	Location:	IVDA Conference Room

Attendees:	Alex Estrada	Meeting Type:	<input type="checkbox"/>
	Mike Burrows	Internal	<input checked="" type="checkbox"/>
	Penny Chua	Design	<input type="checkbox"/>
	Eric Ray	Team	<input type="checkbox"/>
	Joe Rodriguez	Other	<input type="checkbox"/>
	Myriam Beltran		

Discussions/Conclusions:

1. Distributed RFP and RFI No. 1
2. Mandatory job walk was Thursday, June 26, 2008 at 10:00 a.m., Business Suites Conference Room
 - A. Sign-in sheet
 - B. Map
3. Parking 730 – finish off north and west side with angle parking
 - A. Penny suggested that trucks could be placed to the south side. South side needs paving.
 - B. Addendum No. 1 – Penny to define area to Myriam, issue as Addendum No. 1
 - C. address broken asphalt
 - D. water plans into the east side of building; new drainage needs to be discussed
4. East Side Parking (East of 730)
 - A. Parking lot lighting needed
 - B. Mike stated that there are drainage issues on the west side of the building. Eric suggested engineer to drain the property west of the building.
 - C. Include new parking for 747 in Addendum No. 1. Once building 747 has been demolished, an additional parking lot may be constructed. Attention to the environmental will need to be evaluated.
 - D. The PIV and fire hydrant need to be relocated.

The above represents the writer's understanding of the discussions and a complete and accurate record of the decisions and agreements made. Amendments to this record shall be submitted in writing to the author within 10 working days of the issue date of this memorandum.



5. Building 763 –
 - A. The parking will extend south to gate number 2
 - B. Evaluate 12,000 volt electric switch that runs to the ramp

6. 10 Acre Parking -
 - A. Temporary container storage area
 - B. Temporary truck parking

7. 16 Acre Parking-
 - A. Truckers want more lighting, use down lighting
 - B. For overflow usage of auto parking at the Terminal Building once airport is in full operation
 - C. Schneider Trucking can relocate to 16 acre parcel; conditional permit can be filed with the City of San Bernardino. Consultant should include costs for application, exhibits and processing.
 - D. Design pavement to truck standards
 - E. Design parking layout for autos, but with center pedestal boxes and conduits run, but don't construct pedestal at this time
 - F. Design maximum light standards around the perimeter
 - G. Berm and landscape with 6 foot fence
 - H. SBIAA's maintenance department to provide maintenance

8. DFAS Parking-
 - A. Buildings 1 & 2 – provide reciprocal parking for the two buildings
 - B. Provide sidewalk around corner – Mill & Tippecanoe
 - C. Firm selected will be given conditions of approval for the DFAS parcel map

cc: Attendees
Project binder

By: Myriam Beltran

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