



# MEETING AGENDA

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**DATE/TIME:** 07/25/19 1:00:00 PM  
**PROJECT:** Waitzer Hall Audiovisual Systems  
**PURPOSE:** Waitzer Hall Audiovisual Systems Pre-Proposal Meeting  
**LOCATION:** Andrews Hall | 132

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ATLANTA  
BOSTON  
COLUMBUS  
DENVER  
LOS ANGELES  
NEW YORK  
OMAHA  
PHOENIX  
PITTSBURGH  
RALEIGH  
WASHINGTON DC

- 1. Introductions**
- 2. Bid Requirements**
  - 2.1. Qualifications
  - 2.2. Proposal Documents
  - 2.3. Owner requirements
  - 2.4. Other
- 3. Schedule**
  - 3.1. Bid period schedule
  - 3.2. Project schedule
- 4. RFI's and Substitutions**
- 5. Site conditions and contractor requirements**
- 6. Q & A**
- 7. Site tour**