



July 11, 2018

## **PRE-CONSTRUCTION CONFERENCE MINUTES**

2018 I-41 CORRIDOR SEWER & WATER CONSTRUCTION

Town of Lawrence

Contract No. L0017-9-16-00570

---

### **A. ATTENDANCE SHEET & INTRODUCTION**

1. See Sign-In Sheet.

### **B. PURPOSE OF PRE-CONSTRUCTION CONFERENCE**

1. To discuss work schedules and procedures for Town related issues and to establish a working understanding among the parties.

### **C. BACKGROUND**

1. Extension of sanitary sewer and water main along French Road and Mid Valley Drive with boring under I-41 at Birchwood Drive and sanitary siphon along French Road.

### **D. STATUS OF CONTRACTS**

1. Notice of Award - Approved by Town Board
2. Contract Between Town/Contractor - Executed and Distributed
3. Insurance and Payment/Performance Bond - In Contract Documents

### **E. STATUS OF CONSTRUCTION PERMITS & APPROVALS**

1. Wisconsin Department of Natural Resources (DNR)
  - a. Sewer
    - 1) Green Bay Metropolitan Sewerage District
    - 2) Brown County Planning
  - b. Water Main Extension
  - c. Stormwater NOI

## PRE-CONSTRUCTION CONFERENCE MINUTES

2018 I-41 CORRIDOR SEWER & WATER CONSTRUCTION  
Town of Lawrence

---

2. Wisconsin Department of Transportation (WisDOT)
  - a. WisDOT – DT1553 Permit #2018042

### F. CHAIN OF COMMAND

1. All communication to be directed through the Engineer/Project Manager and then, disseminated to other parties:

Town of Lawrence Representative:	Patrick Wetzel, Administrator Ph. 920.347.3712 <a href="mailto:PatrickW@townoflawrence.org">PatrickW@townoflawrence.org</a>
	Kurt Minten, Dept. of Public Works Ph. 920.336.9131
	Scott Beining, Zoning/Permits Ph. 920.347.3715 <a href="mailto:ScottB@townoflawrence.org">ScottB@townoflawrence.org</a>
McMahon Associates, Inc. Representative:	Matthew J. Greely, P.E., Project Manager Ph. 920.751.4200 Ext. 226 <a href="mailto:mgreely@mcmgrp.com">mgreely@mcmgrp.com</a>
	Shane K. Kelliher Ph. 920.751.4200 Ext. 222 <a href="mailto:skelliher@mcmgrp.com">skelliher@mcmgrp.com</a>
On-Site Representative:	Tom Meier Ph. 920.606.0804
Contractor's Representative:	Carl Bowers & Sons Construction Co., Inc. Jason Coppus, Foreman

### G. CONTRACTOR'S RESPONSIBILITIES

1. Project Schedule | Contract Completion Dates As-Bid
  - a. The completion of sanitary sewer, water main, and associated appurtenances along French Road from Station 86+75 to Station 99+75 (including stubs to Wayside Development Station 87+10±) (not including highway crossings) is to be completed by ~~August 1, 2018~~ September 1, 2018 to fit with Hidden Ackers. Hidden Ackers permits submitted a couple weeks ago. Bowers is also the Contractor for Hidden Ackers.

## **PRE-CONSTRUCTION CONFERENCE MINUTES**

2018 I-41 CORRIDOR SEWER & WATER CONSTRUCTION  
Town of Lawrence

---

- b. Substantial Completion of the remainder of this project is extended to November 2, 2018. The Bidder further agrees to complete all work to the point of final acceptance by the Owner, and to the point of Final Completion by November 16, 2018.
    - c. Patrick to contact Mach IV to get latest plan set for street location along French Road. In case sanitary manhole/hydrant need to be relocated.
  2. Discuss Actual Schedule
  3. Coordination of Work
    - a. The Contractor's project superintendent shall coordinate work.
  4. Subcontractors & Suppliers
    - a. Water and Sanitary – Carl Bowers & Sons Construction Co., Inc.
    - b. Gravel – Carl Bowers & Sons Construction Co., Inc.
    - c. Asphalt - Northeast Asphalt, Inc.
    - d. Pipe/Water Main Materials – Core & Main
    - e. Landscaping – Carl Bowers & Sons Construction Co., Inc.
    - f. Boring - Bodart Electric
    - g. Traffic Control - Storm Equipment
    - h. Structures – Concrete Industries
  5. Materials submittals to Town for sanitary pipe and water materials have been conditionally approved.
    - a. Must be checked by Contractor for:
      - 1) General conformance to specifications and plans.
      - 2) Details of installation.
    - b. Comments regarding non-conformance of equipment/material to specifications and/or variances from plans that installation of equipment/material will dictate.

## PRE-CONSTRUCTION CONFERENCE MINUTES

### 2018 I-41 CORRIDOR SEWER & WATER CONSTRUCTION Town of Lawrence

---

6. Submittals
  - a. Provide the following submittals a minimum of 7-days prior to commencing construction.
    - 1) Materials List
      - a) Sanitary Sewer
        - (1) Pipe Material - Completed
        - (2) Manhole
        - (3) Castings
        - (4) Fittings
      - b) Water Main
        - (1) Pipe Material - Completed
        - (2) Valves, Fittings - Completed
        - (3) Hydrants - Completed
        - (4) Services - Completed
    - 2) Base Aggregate
      - a) Analysis certified testing laboratory showing conformance to Sect. 301 of WisDOT Standard Specifications.
    - 3) Asphaltic Concrete Paving Mix Design
      - a) Test results for Contractor's Quality Control Program, including:
        - (1) Aggregates
        - (2) Asphaltic Materials
        - (3) Asphalt Mix Design
7. Job Site Requirements
  - a. Contractor will post in prominent location:
    - 1) Safety Information/Poster
    - 2) Permits
  - b. Contractor shall keep on job site, in construction trailer (or site storage area):
    - 1) One (1) complete set of contract plans, specifications, addenda and shop drawings. The Contractor shall legibly indicate on the plans all deviances in structures, piping, and dimensions. i.e., record information.
    - 2) Field representative will periodically review Contractor's field drawings for pertinent notes to include with record drawings.
  - c. Job Site Safety – Contractor's Responsibility
  - d. Traffic Control

## PRE-CONSTRUCTION CONFERENCE MINUTES

### 2018 I-41 CORRIDOR SEWER & WATER CONSTRUCTION Town of Lawrence

---

- e. Submit Traffic Control Plan
    - 1) Discuss Issues in Neighborhood
      - a) Disturbance of neighboring land.
        - (1) Maintain one lane of traffic on Mid Valley. Flagman may be needed.
        - (2) May be able to close Birchwood Road and use for a storage area. Depends on farmers, Kurt to contact.
  - f. Discuss Issues in Neighborhood
    - 1) Disturbance of neighboring land.
    - 2) Disturbance to roadway or existing utilities.
    - 3) Weight Limits – Town? None.
    - 4) Courteous with existing residential and business areas.
    - 5) Maintain access to all businesses. Maintain communication with businesses letters/notifications.
  - g. Emergency services must be notified of any road closures. All roads to be maintained open.
    - 1) Town Fire Department
  - h. Erosion Control
    - 1) Tracking on Town roads, street cleaning at Town request.
    - 2) Dust control, if necessary.
    - 3) Erosion control will be installed prior to starting project.
    - 4) Erosion control permit must be posted on project site.
    - 5) Contractor must check erosion control weekly and after every 0.5-inches in 24 hours rain event. Tytlers Cycle and Team Motor Sports may need to be notified if too dusty during sweeping. Scott to say in contact with each.
    - 6) Contractor must keep erosion control inspection reports on site for duration of the project.
8. Field Testing
- a. The results of all laboratory field tests, as required by the specifications, shall be transmitted directly to the Engineer within three days of test completion.
  - b. Trench Backfilling
    - 1) Mechanical compaction.
    - 2) Compaction test may be completed at the discretion of the Town or Engineer.
    - 3) One year warranty for settlement is obligation of Contractor to Town.

## **PRE-CONSTRUCTION CONFERENCE MINUTES**

### **2018 I-41 CORRIDOR SEWER & WATER CONSTRUCTION Town of Lawrence**

---

- c. Roadway
  - 1) Proofroll prior and after placing gravel.
  - 2) Subgrade check by Engineer.
  - 3) Bay Area Testing to take care of testing.
  
- d. Asphaltic Concrete Paving
  - 1) Density tests.
  - 2) Field testing in accordance with DOT 460.2.8.
  
- e. Water Main
  - 1) Pressure test.
  - 2) Tracer wire test.
  - 3) Bacteriological test.
  
- f. Sanitary Sewer
  - 1) Mandrel test.
  - 2) Low pressure air test.
  - 3) Televising.
  - 4) Speedy Clean or Great Lakes to do sanitary testing. Whomever is available. Both ok with the Town.

#### **H. LOCAL UTILITIES & PUBLIC WORKS DEPARTMENTS**

- 1. Utility Company Coordination.
  - a. WPS | Gas – Use caution when crossing on French Road stubs. Should not be any conflict.
  - b. WisDOT | Highway Crossing
    - 1) Randy Asman (WisDOT) unable to attend. Randy called after meeting and said to have locates called in for fiber conduit along south bound I-41. If not located, Contractor is to contact Randy himself.

#### **I. MISCELLANEOUS**

- 1. Excess Excavated Material
  - a. Hauling to Town Hall fill site.
  - b. If any millings bring to Town to keep in touch with resident.

## **PRE-CONSTRUCTION CONFERENCE MINUTES**

2018 I-41 CORRIDOR SEWER & WATER CONSTRUCTION  
Town of Lawrence

---

2. Erosion Control for Dump Site
  - a. Already taken care of by County.
3. Courteous – Polite Behavior
4. McMahon Associates, Inc. will host a project web page.
  - a. Let Kurt know who is running website to let Larry Lane residents know.
5. Residents to stake where laterals go. Bowers open to run laterals to house/businesses and connect, but not part of Contract.
6. May stop project water main on Mid Valley at Tytlers Cycle lateral. Town to look into.
7. Verify siphon sizes:
  - a. Plans are (2) 8" – (1) 6"; was talked about (1) 8" – (2) 6". Need to let Core & Main know to order materials.