

## 2014 Street Resurfacing Project

### **Pre-Bid Meeting Minutes February 19, 2014**

11:00 a.m. @ 6<sup>th</sup> Floor Conference Room, City Hall

The following items were discussed:

1. Paving Practices: All local streets are expected to stay closed overnight after paving is completed regardless of the mix we use, unless directed by the Engineer. Major streets may be open the same day depending upon the condition of the hma and as directed by the Engineer.
2. Scheduling: The schedule is set for the entire project based on events throughout the city and it is to be followed. If the contractor would like to propose any changes, they should be done in the preconstruction meeting and reasons should be presented. If the Engineer agrees, changes can be made, otherwise the schedule will be enforced and failure to meet the deadlines will result in liquidated damages. Please refer to the contract document for further explanation.
3. Milling: Upon completion of milling a street, one day should be allowed for repair of the sub-base and paving shall be scheduled when the road is ready to be paved, or as directed by the Engineer.
4. Do not schedule two operations on the same day, particularly Milling and concrete.
5. Hours of operation: Work is not to begin before 7:00 a.m. and will not go beyond 8:00 p.m., Monday through Saturday, in order to follow the noise ordinance unless directed and approved by the Engineer. This is true especially for paving and milling. There will be exceptions allowed for the Sunday paving as called out in the Progress Schedule.
6. Notices: Residents and businesses must be notified by the contractor 48 hours prior to restricting their access to their homes or businesses.
7. Project Supervisor Duties: This person must notify and coordinate with all private and government agencies including the post office as part of their duties. The contractor's supervisor is responsible for the job site 24 hours a day and shall be available should the need arise.
8. Permits: **Lane closure permits** are to be applied for and approved 48 hours in advance of any work to be performed. **Total Road Closure permits** must be applied for at least 7 business days in advance. Fees for these permits are waived.
9. A list of contact names and phone numbers of the contractor's subcontractors are to be provided to all City Representatives.

10. Traffic Control Devices: All lighted Drums are to be checked to assure the lights are working. All traffic control devices must be in good working condition. Once traffic control devices are delivered, they are not to be removed from a street until the work is completed or as directed by the engineer.
11. The contractor is responsible for contacting Utility Companies once damage is done to private or public utilities such as cable, phone, water, sewer, power, etc.
12. If we are not prepared to pave due to lack of notice to residents, utility companies, city and private services etc., we reserve the right to stop work for the entire day.
13. We will choose to reject a crew based on performance, general contractor crew or subcontractor crew. The Resurfacing project is a high profile project so the City staff emphasizes the minimization of construction impacts to residents.
14. There will always be a representative of the general contractor on site until your subcontractor has completed their work for the day.
15. Special attention is to be made to lawn sprinklers, and if they are damaged the general contractor is responsible to repair them at their cost.
16. The contract states that we have the right to add or subtract streets and items from the contract. Please pay close attention to this item and if you have any concerns, we need to hear from you before your bid is placed.
17. The contractor shall furnish enough trucks, equipment, labor and materials to keep paving continuously at all times and on all streets. A stop work order will be issued if this procedure is not followed.
18. No streets will be considered complete until all work is done including pavement markings, removal of traffic control devices and clean up.
19. Project supervisor shall review the inspector's daily reports (IDR's/Quantities Sheet) for agreement with City inspectors.
20. No milling is allowed in the Northside Alley location. The pavement is to be removed using an excavator as directed in the contract and construction sequence. Vibratory rollers are also not allowed in this alley.
21. HMA leveling surfaces shall be saw cut for removal before adjusting structure covers.
22. General contractor and their subcontractors will have their own water source. Use of fire hydrants and residential water source is not permitted unless permitted by the home owner.
23. An addendum will be issued to include the Vinewood storm sewer profile, the Newport Sidewalk design, exploratory excavations for the First/Washington sink hole, and to remove the reference to meter bags in the Minor Traffic Control specification.
24. We anticipate Council approval of the Contract on April 7, 2014 so the earliest Notice to Proceed would be April 14, 2014.

25. The Contractor should expect that flaggers will be necessary during the project and this work is included in Minor Traffic Control.
26. The wording of the 2014 detailed specifications have not changed from the 2013 program.
27. The street list was reviewed and the following comments were made:
  - a. Vinewood: A profile for the storm sewer will be issued with the Addendum. Quantities for these items are already included in the bid tab. Although we cannot guarantee anything, we strongly expect to be installing this storm (do not expect it to be deleted).
  - b. St. Aubin: This is a parking lot so important to coordinate timing with the businesses.
  - c. Northside Grill Alley: Need to coordinate timing with Northside Grill.
  - d. Waldenwood: Will be adding sidewalk to close gap. Expect to mill/fill 3.5" and not expose the clay base but will need to assess during the milling. Undercutting quantities are an estimate.
  - e. Woodbury: Apartment complex is adjacent.
  - f. Steeplechase: Lots of curb.
  - g. Larchmont, Wells, Pomona – Traffic Calming: Construction must be complete before June 30 to meet fiscal year funding requirements.
  - h. Linwood: Lots of ramp work.
  - i. Prairie: Nearby school – needs to be complete when school out for summer
  - j. Burlington Ct: Nearby school – needs to be complete when school out for summer
  - k. Fuller Rd: Could possibly change traffic control staging if makes sense. Paving could possibly be complete in one day – will somewhat depend on Contractor. Expect that paving will be very early on Sunday.
  - l. Washington: Need to start this street early to avoid conflicts with downtown events and MDOT repaving of Huron Street. No work during UM Graduation. Lots of structures. Sunday paving. Work will be done one block at a time, except for lowering structures, mill and paving. This is to keep access to businesses open as long as possible. Will need flaggers.
  - m. Newport: Work to be done using flaggers the entire time. Expect about 200 ft long work zone. Milling and paving can be completed for the entire length.

Sign-In List:

Elizabeth Rolla, City of Ann Arbor

Adam Ajam, City of Ann Arbor

Gary Shivley, City of Ann Arbor

Mark Berryman, City of Ann Arbor

Mike Andrews, Michael Andrews Concrete

Kyle Toteff, Cadillac Asphalt

Mike Fraker, Barrett Paving

Dave Marshall, Ajax Paving