



RE: 4th Street Extension – Phase 2 from Tuscola St. to Brainard St.
Contract ID: PW-7045

PROGRESS MEETING NOTES – No. 4

Date: Friday January 13, 2023
Place: Microsoft Teams Virtual Meeting

Purpose: Report on the progress and overall coordination of the work.
Notes By: HNTB

The following meeting notes set forth our understanding of the discussions and decisions made at this meeting. If you have any questions, additions, or comments, please contact the writer within five calendar days of receipt or by the next meeting. If we do not hear from you, we will assume that our understandings are the same. We are proceeding based on the contents of these meeting notes.

MTG ITEM NO.	DISCUSSION	ACTION REQUIRED BY

Safety

1.4.1	No issues.	
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Mobility and Public Communication

2.1.2	CED reminded the Contractor that the east side of 4 th Street is privately owned and as such no construction staging may take place there. The west side of 4 th Street is publicly owned, but construction is planned for this location in Spring 2023. The west side of the road may be used for staging until construction begins at that location. Also, GSD will be invited to progress meetings for this project if the project schedule overlaps with GSD improvements. 1/13/23 Update: HNTB inquired as to when GSD intends to start work. HRD indicated that they will try to get an update to share with the project team.	
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Progress Schedule

3.1.2	HNTB requested that Major Contracting submit an overall project schedule. 12/5/22 Update: Major submitted project schedule. HNTB to review and provide comments. 12/22/22 Update: HNTB provided comments to Major. Major to revise schedule and resubmit. 1/13/23 Update: HNTB reminded Major that a revised schedule must be submitted.	Major Contracting
3.1.3	CED reminded all parties that daily notifications of work to be completed are required to be sent to CED. Major Contracting and HNTB will coordinate and route these notifications through HRC. Major Contracting also indicated that they will submit weekly look-ahead schedules to CED. 12/5/22 Update: Weekly look ahead schedules are being forwarded to the developer as well. 12/22/22 Update: HNTB requested that Major add them to the distribution list for weekly look ahead schedules.	
3.3.1	Schedule updates for the project are as follows: - Major Contracting mobilized to site and began clearing, removals and aggregate base installation. - Rauhorn Electric intends to begin work in January or February of 2023. - Major Contracting completed investigatory work for the buried structures that were found during excavation and the structure that the new sewer line is to be	

	tied into. The project is on hold until a decision is made on how to proceed on these issues. See item 3.2.2 for more detailed information.	
3.2.2	The project is currently on hold pending the results of investigations on existing buried structures that were found when excavating near the intersection of 4 th and Brainard. Major Contracting is scheduling National Industrial Maintenance to complete this investigation and will coordinate with HNTB. 12/22/22 Update: The project is still on hold pending resolution of these issues. National Industrial Maintenance completed investigatory work at the buried structures and the structure that the new sewer is to be tied into. Information gathered from this investigation and recommended solutions were sent to CED. CED noted that they are coordinating with GLWA on the buried gate well and DTE/DWSD on the presumed gas main that is running through the structure that the new sewer is to be tied into. HNTB noted that the buried catch basins will likely be abandoned and bulkheaded properly. CED noted that these issues will likely not be resolved until January. 1/13/23 Update: CED noted that they have contacted DTE and that DTE indicated they will have a crew on site within the next week to investigate the presumed gas main that is running through the structure. HNTB noted that a separate response can be issued for the other structures found during excavation if the Contractor would like to proceed with this work before a response is received from DTE Gas. Major Contracting indicated that they will inform HNTB if this is the case.	CED

Relevant and Outstanding Submittals / RFI's

4.1.1	Major Contracting will submit revised concrete mix designs. CED reminded Major Contracting that a pre-production meeting will be required prior to concrete placement on the project. HNTB reminded Major Contracting that a submittal will be required for the precast concrete catch basin as well. Major Contracting inquired as to whether a 48" structure is required at this location, as there may be conflicts with existing underground utilities. CED indicated that they believe we may be able to reduce the size of this structure if necessary. Major Contracting indicated that they will submit certs for a 48" structure and a 24" structure, and that they will expose existing utilities in the area and determine what structure size is most appropriate. 12/5/22 Update: Major Contracting indicated that they will submit revised concrete mix designs closer to pour dates.	Major Contracting
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Utilities

5.1.1	CED will reach out to PLA to begin coordination for items to be provided by PLA per the special provisions. CED reminded Major Contracting that they will need to locate the conduit stub out from Phase I of the project, which should be located past where the sidewalk from Phase I ended. HRC noted that they can assist in locating this conduit if required. 12/5/22 Update: HNTB will reach out to PLA to begin coordination for items to be provided by PLA. 1/13/23 Update: HNTB noted that they have contacted PLA and provided them with Rauhorn Electric's contact information. No response from PLA has been received yet.	HNTB
5.3.1	Major noted that they believe there to be an active gas leak on site because they could smell natural gas. Major indicated that they will reach out to DTE to report this gas leak so that the issue can be resolved while the project is on hold. 1/13/23 Update: Major Contracting indicated that they have reported this to DTE, but that when they were last on site they could neither smell natural gas or see any indication that a utility investigation was performed. HNTB noted that the issue can be elevated at DTE if it arises in the future. CED clarified that the potential gas leak is not related to work performed as a part of this project.	
5.3.2	CED has reached out to DTE and DWSD to find a solution for the presumed gas main that is running through the structure that the new sewer line is to be tied into.	CED

Survey

6.4.1	No issues.	
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Materials

7.4.1	No issues.	
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Permits / Environmental / Soil Erosion & Sedimentation Control

8.1.2	HNTB inquired as to whether or not Major Contracting has completed soil testing yet. Major Contracting indicated that they intend to stockpile material before having it tested. CED noted that they will send Major Contracting the environmental reports that they have on file from Phase I of this project. HNTB noted that based on their understanding of what was encountered in Phase I, contaminated soil is more likely to be encountered beneath the existing roadway than above it. 12/22/22 Update: CED sent HNTB the environmental reports from Phase I, which were then forwarded to Major. Major noted that two soil samples were taken on 12/21/22 and that they are currently awaiting results. Major indicated that they intend to have another soil sample taken when they excavate for the new storm sewer and structure. HNTB reminded Major to forward the test results to them once received. 1/13/23 Update: Major Contracting indicated that they received the results of this testing and will share them with the project team.	Major Contracting
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Work Orders / Contract Modifications / Field Changes

9.1.1	HNTB noted that a Contract Modification will be generated for the revised wage rate decision that was provided by CED. A draft of this Contract Modification will be sent to Major Contracting to review prior to it being generated. 1/13/23 Update: Work Order was sent to Major Contracting. HNTB reminded the Contractor to inform them if there are any impacts to the project.	Major Contracting
9.1.2	HNTB noted that a Contract Modification will be issued to remove the placement of sidewalks and tree grates on the east side of the road from the contract. It was noted that this will bring the required quantity of tree grates for this project to 9. 1/13/23 Update: Work Order was sent to Major Contracting. HNTB reminded the Contractor to inform them if there are any impacts to the project.	Major Contracting
9.1.3	CED noted that both DPW and HRD will review and sign contract modifications and pay estimates for this project.	
9.2.1	Additional payment or extras may be encountered due to the existing structures that were found during excavation but not shown on the drawings.	

Prompt Payment

10.1.1	HNTB reminded Major Contracting that pay estimates for this project will be tied to wage compliance. HRD will review the status of wage compliance before estimates are released. All parties agreed to bi-monthly pay estimates for this project.	
10.3.1	Major Contracting sent HNTB initial quantities for pay estimate 1. HNTB will review the quantities that Major submitted and send Major a draft estimate based on quantities completed to date. HNTB noted that due to the upcoming holidays the pay estimate will not be generated until early January. 1/13/23 Update: Draft estimate was sent to the Contractor. Major Contracting indicated that the estimate is being processed currently. Major Contracting also confirmed that no subcontractor work was included on this estimate.	
10.3.2	CED noted that in Phase I of this project HRD required verification that subcontractors had been paid for work included in a pay estimate when the pay estimate was submitted. Major indicated that this may pose an issue since they typically pay their subcontractors after they receive their payment. Major inquired as to whether submitting partial conditional waivers from their subcontractors would fulfill this requirement. HRD indicated that they will follow up with Labor Standards to determine whether this is acceptable. 1/13/23 Update: CED clarified that verification of payment for subcontractors is not required for the first pay estimate, but that this verification will be required for all pay estimates thereafter. Major Contracting will communicate with HRD when estimates are submitted to ensure that all required documentation is submitted.	

Wage Compliance

11.3.1	Major noted that they will begin submitting payrolls since work has begun on site. 1/13/23 Update: Major Contracting indicated that they have sent payroll information for work completed to date electronically via email and in hard copy via mail. HRD noted that they have not been informed of any issues and reminded Major Contracting that they can reach out to HRD if they have any questions or concerns.	Major Contracting
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Non-Conformance/Corrective Action

12.4.1	No issues.	
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Contractor Potential Claim/Issues

13.1.1	HNTB will review the additional cost submitted by Major Contracting regarding Rauhorn Electric's work items with CED. 1/13/23 Update: HNTB requested additional justification and backup for this proposed additional cost. Major Contracting indicated that they would work with Rauhorn Electric to provide the requested documentation.	Major Contracting
13.2.1	Major Contracting indicated that there are delays associated with the existing structures that were encountered during excavation. 1/13/23 Update: HNTB noted that because of the seasonal shutdown period, delays to the project to this point are limited to the duration of installing underground drainage items.	

HRD Comments

14.3.1	HRD requested photos of the site from before construction began. HNTB and Major will see if they have photos to share and will send them to HRD if available. 1/13/23 Update: HNTB indicated that they were unable to locate any pre-construction photos of the project site, but noted that they will take progress photos of the entire site moving forward. HRD indicated that they would look for pre-construction photos of the site as well. This issue is closed.	
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Miscellaneous

15.4.1	No issues.	
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Next Scheduled Meeting(s)

16.4.1	January 20, 2023 9:00 AM – Weekly Progress Meeting	HNTB
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Note: Meeting Item Number 1.2.3 – 1 is the topic, 2 is the progress meeting number and 3 is the meeting item number

Sincerely,

Marc Ledent on behalf of City of Detroit, City Engineering Dept.

Attachment(s): None

Attendance List

Richard Doherty (CED)	Lacey Hoefler (HNTB)
Pam Lemme (CED)	Marc Ledent (HNTB)
Tracine Pickett (CED)	Bryan Marshall (Major)
Dinah Bolton (HRD)	
Kate Humphrey (HRD)	