



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

PROGRESS MEETING NOTES – No. 7

Date: Friday February 3, 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

1.7.1	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. 1/20/23 Update: GSD was invited to the next progress meeting to give an update on their schedule. 1/27/23 Update: GSD was unable to attend the meeting this week, but they plan to attend the next progress meeting. 2/3/23 Update: GSD noted that they are in the contracting phase and that they believe their work will begin around May. HNTB requested a copy of their plan set, which GSD agreed to share. GSD inquired as to when Major Contracting intends to finish sidewalk placement. HNTB noted that based on Major Contracting's schedule this work should be completed by June 9.	GSD
2.7.1	Major Contracting inquired as to whether the soil currently stockpiled on site is to be removed. CED noted that GSD may be able to use this soil for their project. The project team will confirm with GSD in the next progress meeting that they attend whether or not they will be able to use this soil. HNTB and Major Contracting will confirm what was originally specified in the project documents in regard to this soil.	HNTB/ Major Contracting

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. 1/27/23 Update: Major submitted a revised schedule for HNTB's review.	
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	2/3/23 Update: HNTB reviewed the schedule submitted by Major Contracting and noted that no further changes were required. This issue is closed.	
3.7.1	Schedule updates for the project are as follows: - Major Contracting mobilized to site and began clearing, removals and aggregate base installation. - 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. - Major Contracting was given direction on the underground utility 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 4th 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. 1/20/23 Update: CED has not received any additional information from DTE Gas and will follow up to see if they have completed their investigation. HNTB requested that Major Contracting begin compiling a price for cleaning out, abandoning, and bulkheading the existing catch basins that are to be removed and noted that this price should include the cost of full removal of the structures. CED and HNTB requested that the locations of the new bulkheads be surveyed and included in the project as-builts. Major Contracting noted that it may be beneficial to determine where the lines to be bulkheaded drain to so that the option of tying the new catch basin into one of those lines can be evaluated should the planned tie in location not be feasible due to the presumed gas main. HNTB noted that Major Contracting's proposed alternative would require a DWSD permit to be pulled. CED noted that pulling a DWSD permit may be more time-efficient than waiting for DTE Gas/DWSD to resolve the issue of the presumed gas main running through the original proposed tie in location for the new catch basin. HNTB requested that Major Contracting submit a value proposition for this change. 1/27/23 Update: No update has been received from DTE, CED will reach out to DTE to see if they have completed their investigation. HNTB reminded Major Contracting that a response can be provided for all items unrelated to the DTE gas main. Major Contracting noted that they would prefer to receive answers to all of these items at the same time. 2/3/23 Update: Major Contracting was given direction on how to proceed via the response to RFI 002. Major Contracting to review and provide pricing for this additional work. CED noted that there may be a credit for the structure tap for the new sewer since the structure that is being tied into already has a hole in it.	Major Contracting
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

5.3.2	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. 2/3/23 Update: DTE Gas confirmed that the gas main is dead. This issue is closed.	
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Survey

6.5.1	CED requested that Major Contracting collect survey information as underground work is completed to ensure that all new work is properly documented in the project as-builts. Major Contracting agreed to collect and document this information.	Major Contracting
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Materials

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

8.7.1	No issues.	
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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. 1/20/23 Update: Major Contracting indicated that they will make sure that this is returned to HNTB.	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. 1/20/23 Update: Major Contracting indicated that they will make sure that this is returned to HNTB.	Major Contracting
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. 1/20/23 Update: HNTB requested that Major Contracting submit a cost for the additional work that is defined at this time. See item 3.2.2 for more detailed information.	

Prompt Payment

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. 1/20/23 Update: Major Contracting returned the draft estimate to HNTB. HNTB to send the draft estimate to CED for internal review. 1/27/23 Update: Draft estimate was sent to CED for review. CED requested and was provided a copy of the estimate showing the amount of the estimate broken down by funding source. HRD requested a copy of the estimate signature sheet, CED noted that they would forward the draft estimate to HRD.	CED
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10.5.1	HRD noted that certified payrolls, the proper cover page and Sworn Statements must be submitted prior to pay estimates being generated. HRD discussed their internal process for reviewing and approving pay estimates and noted that they would not require any assistance from HNTB or CED to process the estimate on their end. HRD also noted that draft estimates are to be sent to Dinah Bolton and Kate Humphrey for review prior to being generated.	
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Wage Compliance

11.7.1	No issues.	
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Non-Conformance/Corrective Action

12.7.1	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. 1/20/23 Update: Rauhorn Electric provided additional justification and backup to HNTB for this proposed cost. HNTB to review what was submitted.	HNTB
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. 1/20/23 Update: Major Contracting will submit an outline of impacts to the project once they have been given direction on all open items associated with this issue.	

HRD Comments

14.7.1	No issues.	
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Miscellaneous

15.6.1	Major Contracting noted that when installing underground electrical items Rauhorn Electric was only able to locate one 3" conduit that was stubbed out in Phase 1 of the project, but the pay items associated with Phase 2 call for two conduits to be installed. HRC provided HNTB with the drawings from Phase 1 which indicate that only one conduit was installed. HNTB will review what was installed by Rauhorn Electric and coordinate with PLA to determine if it is acceptable to only use one conduit for the lighting work associated with this project. 2/3/23 Update: HNTB confirmed that Rauhorn installed two new conduits as shown in the documents for this project and noted that they will notify PLA that a spare 3" conduit will be present at this location.	HNTB
15.6.2	CED inquired as to whether the project is shut down due to weather. Major Contracting noted that the project is on hold pending DTE's response to the presumed gas main issue (see note 3.2.2) since sewer installation is the next scheduled activity. Major Contracting also noted that once the underground work is completed they will wait until spring to place concrete, as was originally anticipated. 2/3/23 Update: HNTB reminded Major Contracting that 24 – 48 hours' notice is required prior to resuming work so that an inspector can be made available.	
15.7.1	CED inquired as to whether Major Contracting has been made aware of cement shortages that could impact projects in 2023. Major Contracting noted that their suppliers are stating that there should be no issues in the spring, but that issues may arise by July or August.	

Next Scheduled Meeting(s)

16.7.1	February 10, 2023 9:00 AM – Weekly Progress Meeting	
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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)	John DeRuiter (GSD)
Dinah Bolton (HRD)	Joe Scappaticci (Major Contracting)
Kate Humphrey (HRD)	