



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

PROGRESS MEETING NOTES – No. 15

Date: Friday April 28, 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		
1.15.1	No issues.	
Mobility and Public Communication		
2.15.1	No issues.	
Progress Schedule		
3.15.1	Schedule updates for the project are as follows: - Rauhorn Electric intends to set the light pole and pull cable on the week of 5/1 pending passing concrete beam break results. - Major Contracting has forms set and intends to place the east half of the roadway next week pending passing concrete beam break results. - The concrete beam tested today did not achieve adequate strength. Major Contracting intends to have another beam broken on Monday.	
Relevant and Outstanding Submittals / RFI's		
4.10.1	Major Contracting indicated that certifications for brick and block to be used on this project are forthcoming. 4/28/23 Update: Certifications were submitted, this issue is closed.	
Utilities		
5.15.1	No issues	
Survey		
6.15.1	No issues.	
Materials		
7.11.1	Major Contracting noted that their suppliers are indicating that they do not see any issues that would impact concrete procurement this spring. 4/28/23 Update: No issues are being experienced with concrete procurement. This issue is closed.	
Permits / Environmental / Soil Erosion & Sedimentation Control		
8.15.1	No issues.	
Work Orders / Contract Modifications / Field Changes		
9.12.1	HNTB to compile and send Contract Modification for issues encountered with	

	underground utility installation for review. This cost will be offset by sidewalks and tree grates that were removed from the project. 4/28/23 Update: The light pole foundation cost negotiated with Rauhorn Electric will be added to this CM.	HNTB
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Prompt Payment

10.15.1	Labor Standards is reviewing Pay Estimate 2. Draft Pay Estimate 3 will be circulated for review next week.	
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Wage Compliance

11.15.1	No issues.	
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Non-Conformance\Corrective Action

12.15.1	No issues.	
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Contractor Potential Claim/Issues

13.15.1	No issues.	
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HRD Comments

14.15.1	No issues.	
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Miscellaneous

15.14.1	CED expressed concerns regarding ill-fitting tree grates causing trip hazards, which has been witnessed on other projects. Major Contracting and HNTB noted that care will be taken when installing tree grates to ensure that no trip hazards exist.	
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Next Scheduled Meeting(s)

16.15.1	- May 5, 2023 9:00 AM – Weekly Progress Meeting - The next potential day for a site visit when Major Contracting will be on site is tentatively next Tuesday (5/2), pending passing concrete beam breaks and good weather.	
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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

Pam Lemme (CED)	Tracie Apatira (HRD)
Richard Doherty (CED)	Lacey Hoefler Hicks (HNTB)
Tracine Pickett (CED)	Bryan Marshall (Major Contracting)
Dinah Bolton (HRD)	Joe Scappaticci (Major Contracting)
Kate Humphrey (HRD)	Shreyas Kumar (Major Contracting)