



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

PROGRESS MEETING NOTES – No. 16

Date: Friday May 5, 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		
1.16.1	No issues.	
Mobility and Public Communication		
2.16.1	No issues.	
Progress Schedule		
3.16.1	Schedule updates for the project are as follows: - Rauhorn Electric intends to set the light pole and pull cable on the week of 5/8 pending passing concrete beam break results. - Major Contracting has forms set and intends to place the east half of the roadway on 5/9 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		
4.16.1	No issues.	
Utilities		
5.16.1	No issues	
Survey		
6.16.1	No issues.	
Materials		
7.16.1	No issues.	
Permits / Environmental / Soil Erosion & Sedimentation Control		
8.16.1	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

Prompt Payment

10.15.1	Labor Standards is reviewing Pay Estimate 2. Draft Pay Estimate 3 will be circulated for review next week. 5/5/23 Update: Draft Pay Estimate 3 was sent to Major Contracting for review.	
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Wage Compliance

11.16.1	No issues.	
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Non-Conformance\Corrective Action

12.16.1	No issues.	
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Contractor Potential Claim/Issues

13.16.1	No issues.	
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HRD Comments

14.16.1	HNTB to check in with GSD regarding the schedule for their adjacent project. Major to haul off unneeded soil prior to work on the adjacent project beginning.	HNTB/Major Contracting
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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)

16.16.1	- May 12, 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 (5/9), 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)	Marc Ledent (HNTB)
Richard Doherty (CED)	Lacey Hoefler Hicks (HNTB)
Kate Humphrey (HRD)	Shreyas Kumar (Major Contracting)
Dinah Bolton (HRD)	Joe Scappaticci (Major Contracting)