

**CITY OF DETROIT
DPW-CITY ENGINEERING DIVISION
PRE-CONSTRUCTION MEETING**

DATE: **Tuesday, August 2, 2022**

TIME: **2:00 p.m.**

PW-7045

PROJECT DESCRIPTION: **WIGLE PHASE II - MIDTOWN WEST PROPOSED ROADWAY IN THE CITY OF DETROIT**

LOCATION: Via Microsoft Teams: 244 095 326 842

CONTRACTOR: **Major Contracting Group**

AGENDA

- I. Contract Administration Tracine Pickett , City Engineering, DPW, City of Detroit
 - A. Contract Requirements:
 - 1. Registration in Supplier Portal
 - 2. Subcontractor Approval Form
- II. Contract Compliance Renard Richmond Civil Rights Inclusion and Opportunity Department, City of Detroit
 - A. Compliance Requirements:
 - 1. Executive Order 2021-2
 - 2. Executive Order 2014-5
 - 3. Mandatory Compliance Forms
- III. Engineering Section Pamela Lemme, Engineering Project Manager, City Engineering, DPW, City of Detroit
 - A. Scope of Work
 - B. Payment – Engineering estimate, invoicing
 - C. Retainage
 - D. Liquidated Damages
 - E. Traffic Provisions
 - F. Supervision
 - G. Change Order procedure
 - H. Safety & Damage claims
 - I. Emergency Telephone Numbers
- IV. Inspection Section Kevin Surhigh , HRC
 - A. Project Schedule
 - B. ADA Ramp Schedule and Compliance
 - C. Construction Coordination
 - D. Inspection Overtime – Contractor’s Daily schedule
 - E. Safety issues: Signs Posting/Site cleanup/Barricading, etc.
 - F. Field Complaints
- V. Comments