



Mike Duggan
Mayor

Meeting Date:	August 17, 2020		
Time:	3 p.m.	Project Name:	2020 Major Street Rehab
Location:	Zoom Meeting	Project Location:	Various locations within the City of Detroit
Subject:	Progress Meeting No. 3	Project No.	PW-0718

Meeting Attendees:

(see attached)

The following meeting minutes 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. If no response is made within the timeframe, the assumption is that our understandings are the same. We are proceeding based on the contents of these meeting notes.

1. Changes/Correction to Last Meeting Minutes

MTG ITEM NO.	DISCUSSION	ACTION REQUIRED BY
1.3.1	No changes	

2. Work Completed/Two-Week Look Ahead

MTG ITEM NO.	DISCUSSION	ACTION REQUIRED BY
2.2.1	<i>Sherwood (Nevada to 7 Mile) – Complete, except final pavement markings</i> 8-17-20 – No Change <i>W. Grand Blvd (Linwood to Grand River Avenue) – No Change, still waiting on utility company to finish their work.</i> 8-17-20 – No Change <i>Carpenter (SD to Conant) –Wearing course completed, sidewalk/curb completed, ADA Ramps left</i> <i>Monroe (St. Antoine to SD) – Completed, need some small pavement markings but main markings are complete</i> 8-17-20 – No Change <i>NB Southfield SD (Plymouth to Schoolcraft)– Milling and leveling complete, structure adjusts the weekend 8/22, wearing course on 8/24</i> <i>SB JC Lodge SD (Vassar to Keeler) – Waiting on MDOT job, End of October, early November CA Hull to complete their work</i> 8-17-20 – No Change	N/A

	- Clark (W Lafayette to Michigan)– Waiting on DTE to finish in the area 8-17-20 – No change - Scotten (W. Lafayette to Toledo) – Waiting on DTE to finish in the area 8-17-20 – No Change - Tireman (Burt to Southfield) – Leveling complete, structure adjusts complete, sidewalk and curb is ongoing - W Forest (Trumbull to John R) – Leveling course completed, FWC finishing adjusting structures today, Westside Concrete next week, 8-17-20 – AT&T is done and finished their last adjustment last Friday, wearing course scheduled for next week - Wyoming (8 Mile to McNichols) – Leveling course completed, approaches are being worked on today, FWC coming next week to adjust structures. 8-17-20 - Concrete curb going in this week, wearing course next week	
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3. Traffic

MTG ITEM NO.	DISCUSSION	ACTION REQUIRED BY
3.2.1	City of Detroit may be adding traffic calming measures on Clark and Scotten, they will forward information to WSP in the next week or two. 8-17-20: Plan still coming, WSP will request prices once a plan is received	City of Detroit
3.2.2	DPW will need a heads up on the work NB Service Drive on M-39	Completed

4. Utility Coordination

MTG ITEM NO.	DISCUSSION	ACTION REQUIRED BY
4.2.1	DTE will adjust structures on Forrest (began saw cutting today)	Completed

5. Road Work

MTG ITEM NO.	DISCUSSION	ACTION REQUIRED BY
5.1.1	WSP will discuss the intersection of Vinewood and W. Grand Blvd with the City of Detroit regarding the collapsed structure 8-3-20 Update: WSP is still working with City of Detroit and DWSD to have this area investigated. 8-17-20 Update: WSP is still working on finding a resolution to this item, calling additional people at DWSD to try and get some action	WSP
5.2.1	There is a small hole along the curbline about 100' north of the intersection of McNichols and Wyoming on the west side of the roadway. WSP to investigate.	Completed
5.2.2	WSP/Ajax working with Building North America to coordinate access to the work on Scotten and Clark with the bridge work at Clark over I-75. 8-17-20 Update: Still communicating with BNA but waiting for utility	WSP/Ajax

	companies to finish their work	
5.3.1	There are no changes to the traffic striping plans as of right now, City of Detroit to confirm	

6. Work Orders, Contract Modifications, Estimates, Pay Issues (MSL's)

MTG ITEM NO.	DISCUSSION	ACTION REQUIRED BY
6.2.1	<i>FWC has invoice #1 in Oracle</i> 8-17-20: FWC has been paid	Completed
6.2.2	<i>Estimate #2 will have a draft later this week</i> WSP is working with the City of Detroit on finalizing estimate #2	WSP
6.2.3	<i>WSP requested a copy of the QC reports that are missing</i> 8-17-20: HMA QC reports have been received and QA reports have been shared with Ajax	Completed
6.2.4	<i>New 4E3 and 5E3 mixes from Inkster were submitted, WSP approved the mixes but asked for notice prior to using them. Ajax will only use if the Sherwood plant gets backed up.</i>	Ajax
6.3.1	Estimate #3 is a correction of Estimate #2 and will be sent out later this week	WSP
6.3.2	Estimate #4 will have a draft by the beginning of next week	WSP

7. Covid 19 Response Plan and Action Plan Update

MTG ITEM NO.	DISCUSSION	ACTION REQUIRED BY
7.3.1	No new updates; everybody is following guidelines and procedures, no worker issues to date	All

8. Detroit Workers Update

MTG ITEM NO.	DISCUSSION	ACTION REQUIRED BY
8.2.1	<i>FWC is waiting for documentation from a few employees prior to loading onto the website. Some employees have recently moved back into the City of Detroit are waiting for their address change to be received from the Secretary of State but processing has been slow due to COVID-19. FWC has contacted the CRIO site administrator and added PW-7018 to the list of projects. FWC informed the City of Detroit and WSP that they have met the 51% minimum requirement. WSP is waiting on documentation.</i> 8-17-20 Update: FWC will submit their paperwork later this week covering both FWC and their subs	FWC

9. Other Miscellaneous Issues

MTG ITEM NO.	DISCUSSION	ACTION REQUIRED BY
9.2.1	<i>City of Detroit asked WSP to review the list of upcoming streets and see if flyers would be helpful for the residents. WSP to review.</i> 8-17-20 Update: WSP is working with City of Detroit to get the template for the flyers, <u>WSP will print and distribute as necessary</u>	WSP
9.3.1	The plan for kids to return to school is still being worked on with Detroit Public Schools, City of Detroit will update as information comes out	City of Detroit
9.3.2	There was a complaint that a driveway approach to the new Wayne State Development off of W. Forrest was damaged, Westside Concrete	Westside Concrete

	to fix	
9.3.3	There have been two concrete breaks that were low or near the lower specification limit. WSP asked FWC to inform the both QC testing companies that the QC Plans should be reviewed and ensure that they are being followed, especially in regards to random testing	

NEXT PROGRESS MEETING:

Monday, August 31, 2020, 3:00 PM

Zoom Meeting

Note: Meeting Item Number 1.2.3 – 1 refers to topic, 2 refers to progress meeting number first discussed, and 3 refers to the meeting item number. This method allows the items of discussion to be traced back to the original date that it was first discussed.

*indicates current update on issue.