



Mike Duggan
Mayor

Meeting Date:	August 31, 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. 4	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
1.4.1	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> 8-31-20 – No Change <i>W. Grand Blvd (Linwood to Grand River Avenue) – No Change, still waiting on utility company to finish their work.</i> 8-31-20 – No Change <i>Carpenter (SD to Conant) –Wearing course completed, sidewalk/curb completed, ADA Ramps left</i> 8-31-20 – No Change <i>Monroe (St. Antoine to SD) – Completed, need some small pavement markings but main markings are complete</i> 8-31-20 – 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> 8-31-20 – Wearing course complete <i>SB JC Lodge SD (Vassar to Keeler) – Waiting on MDOT job, End of</i>	N/A

	<i>October, early November CA Hull to complete their work</i> 8-31-20 – No Change • <i>Clark (W Lafayette to Michigan)– Waiting on DTE to finish in the area</i> 8-31-20 – No change • <i>Scotten (W. Lafayette to Toledo) – Waiting on DTE to finish in the area</i> 8-31-20 – No Change, waiting for water main leaks to be fixed, there are currently two in front of each school • <i>Tireman (Burt to Southfield) – Leveling complete, structure adjusts complete, sidewalk and curb is ongoing</i> 8-31-20 – Ready for wearing course • <i>W Forest (Trumbull to John R) – Leveling course completed, FWC finishing adjusting structures today, Westside Concrete next week,</i> 8-31-20 – Wearing course complete • <i>Wyoming (8 Mile to McNichols) – Leveling course completed, approaches are being worked on today, FWC coming next week to adjust structures.</i> 8-31-20 – Ready for wearing course	
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3. Traffic

MTG ITEM NO.	DISCUSSION	ACTION REQUIRED BY
3.2.1	<i>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.</i> 8-31-20: Plan still coming, WSP will request prices once a plan is received	City of Detroit

4. Utility Coordination

MTG ITEM NO.	DISCUSSION	ACTION REQUIRED BY
4.3.1		Completed

5. Road Work

MTG ITEM NO.	DISCUSSION	ACTION REQUIRED BY
5.1.1	<i>WSP will discuss the intersection of Vinewood and W. Grand Blvd with the City of Detroit regarding the collapsed structure</i> 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 8-31-20 Update: Still waiting for DWSD to repair the underground	WSP/DWSD
5.2.2	<i>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.</i> 8-17-20 Update: Still communicating with BNA but waiting for utility companies to finish their work 8-31-20 Update: No change	WSP/Ajax

5.3.1	There are no changes to the traffic striping plans as of right now, City of Detroit to confirm	COD
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6. Work Orders, Contract Modifications, Estimates, Pay Issues (MSL's)

MTG ITEM NO.	DISCUSSION	ACTION REQUIRED BY
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	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	<i>Estimate #3 is a correction of Estimate #2 and will be sent out later this week</i> 8-31-20 Update: Estimate #2 was correct, Estimate #3 is a new estimate and will be sent out this week	WSP
6.3.2	Estimate #4 will have a draft by the beginning of next week 8-31-20 Update: Estimate #4 will fall in line after Estimate #3	WSP

7. Covid 19 Response Plan and Action Plan Update

MTG ITEM NO.	DISCUSSION	ACTION REQUIRED BY
7.4.1	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 8-31-20 Update: FWC has submitted their info to CRIO; they are currently showing a little bit under 51% for the project and are working on getting some new hires who are city residents from some of 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, WSP will print and distribute as necessary 8-31-20 Update: WSP will distribute flyers prior to starting any new streets (Scotten and Clark are the next two in line).	WSP
9.3.1	<i>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</i>	Completed

	8-31-20 Update: Students will be attending school in person beginning next week.	
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 to fix	Completed
9.3.3	<i>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.</i> 8-31-20 Update: Testing has improved	Completed

NEXT PROGRESS MEETING:

Monday, September 14, 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.