

CITY OF CALHOUN  
CALHOUN, GEORGIA  
PRECONSTRUCTION CONFERENCE  
FOX SUBDIVISION, PHASE II

OCTOBER 30, 1986 - 10:00 A.M. PRECONSTRUCTION CONFERENCE HELD AT CITY HALL ON NORTH WALL STREET WITH THE FOLLOWING PEOPLE IN ATTENDANCE: JAMES HOBGOOD, CITY SUPERINTENDENT, JOHN SWEITZER, ENGINEER, DAVID BARTON, INSPECTOR, D. WAYNE SMITH, ENGINEER, JULIAN JAMES, GORDON COUNTY ROAD SUPERINTENDENT, ARCHIE COLLINS, CONTRACTOR, JAMES N. JENKINS, CONTRACTOR AND CATHY HARRISON, CITY CLERK - TREASURER.

1. Engineer Sweitzer opened the meeting and introduced everyone.
2. Sweitzer stated the bonds should be in by October 31, 1986. The contracts would then be approved by his firm and forwarded to the City Attorney for review. Following review, the contracts would be signed by the Mayor with a notice to proceed being signed immediately thereafter, with an estimated starting time of November 17, 1986.
3. Sweitzer reviewed the chain of command. Engineering firm works for the City, with the contractor working through the engineer, who reports back to the City. Engineer will provide an inspector, (David Barton) to be on the job day to day. Should an emergency arise, contractor could contact the City if it is quicker than contact with the engineer. Engineer will also assign an office person, (Wayne Smith) to handle administrative work at Sweitzer and Peoples office.
4. Sweitzer and Hobgood informed the contractor the work would be done on County right of ways, therefore the work would need to be coordinated with City and County staff. The City will locate water lines in the area, but contractor must contact the gas company, telephone company and North Georgia Electric directly regarding location of lines, etc.
5. Sweitzer and Harrison informed the contractor the project is governed by the Davis-Bacon regulations, therefore full weekly pay records must be submitted to the City. The contractor must pay wages and the level or above as prescribed by the State Labor Dept.
6. Sweitzer outlined draw down procedures. Prefer the inspector and contractor work up and review quantities at the end or the first of each month, pay request then submitted to Sweitzer office for approval, then submitted to the City for approval and for payment, approximately by the 20th of the month.
7. Sweitzer and Harrison informed the contractor that the City would be required to do employee interviews on the job.
8. Sweitzer informed the contractor that he should be notified of any sub-contractors and that they would be required to meet the same insurance levels as the contractor and the same wage levels as the contractor.
9. Contractor Collins stated he had made arrangements to lease a lot on Circle Drive for storage and to set up the contractors trailer.
10. Contractor Collins discussed materials, with Wayne Smith agreeing to review pipe specifications and reporting back to the contractor.
11. Engineer Sweitzer stated they would attempt to obtain easements in the low area early in order for the work to be finished in these areas before weather was too much of a delaying factor.

12. Contractor Collins stated services would be installed to the property line as they went by using temporary plugs. The tie ins to the septic tank would be later. Sweitzer and Hobgood stated the contractor is required to do only one tie up per housing unit, unless the septic tank is under the house, in which case the contractor will be required to get the line within 5 feet of the house. Contractor to eliminate clean outs at the front of each property line unless necessary but to put clean outs in the back with concrete pad.
13. Contractor to decide on bores or open cuts for connections according to cost.
14. Engineer will determine compaction with observation and no. 4 rebarb.
15. Sweitzer, Hobgood and James stated no streets were to be closed off completely, rerouting is necessary. The contractor will need to work with the City and County to accomodate the residents to the extent possible. The contractor is to notify the City, County Fire, Police and emergency units if any re-routing is necessary.
16. Contractor to refrain from leaving open cuts at night, but when necessary they are to have barracades and signs. No machinery is to be left in the street overnight.
17. The conference was adjourned.

Respectfully submitted:

*Cathy Harrison*

(Mrs.) Cathy Harrison,  
City Clerk - Treasurer

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D. WAYNE SMITH SWEITZER & PEOPLES	" " "
John H. Sweitzer " "	404-955-2034
Julian James Gordon	629-6011

PRE-CONSTRUCTION MEETING 10/30/86