

OCTOBER 15, 1984 - 10:00 .A.M. CITY OF CALHOUN PRE-CONSTRUCTION CONFERENCE, FOX SUBDIVISION SEWER PROJECT, CITY HALL, CALHOUN, GEORGIA.

Those in attendance being John Sweitzer, Sweitzer & Peoples, Inc., Engineers, Charles White, Sweitzer & Peoples, Inc., Inspector, Joanie Perry, Field Representative, Dept. of Community Affairs, Dean Reeves, President and Mike Alderman, Vice President of Reeves Ditching and Contracting Company, Jim Hobgood, City Supt. and Cathy Harrison, City Clerk - Treasurer.

John Sweitzer stated the conference was being held primarily to discuss labor, and labor requirements under the state block grant program. He presented the signed contracts to the contractor and the signed notice to proceed. He requested the company sign and return a copy to the city. The contractor questioned the date of the notice, October 8, 1984. Mr. Sweitzer stated the contract had been reviewed by the City Attorney and had been held up for a few days. He stated the contract gave sufficient time for the work to be performed. The contractor stated he did not want to be tied to getting equipment on the job for October 15, or the next few days. He did state they planned to begin moving into the area around November 1, 1984.

The schedule for processing draws was discussed. The contractor will review the draw with the inspector at the end of each month; the draw then will be forwarded to the Engineer at the first of the month, then forwarded to the city for approval and processing. The city will submit a money request to DCA, and DCA will wire to the city's bank of account (approximately a ten day process). Invoice will be paid at this point. The contract calls for payment by the 20th, but city will try to complete the process by the 15th if possible.

The City Superintendent, Jim Hobgood, stated there would be water and gas lines in the area of construction, and gave the contractor names and phone numbers of the people to contact to locate the lines and etc.

Mr. Sweitzer reviewed the labor standards according to the block grant manual. He stated the wage rates from the Dept. of Labor was in the contract. The contractor verified and stated the rates were above those listed. The contractor verified there would be weekly payrolls, Wednesday to Wednesday. Mr. Sweitzer stated that all sub contractors would be required to follow the same guidelines as the contractor.

Mr. Sweitzer stated the contractor would need to file weekly payroll reports with the City Clerk and would be required to post labor posters as furnished by DCA. He stated the city, or the engineering field inspector would be conducting employee interviews, one for each classification, during the project. The overtime requirements, all over 40 hours or all over 8 hours on a daily basis, whichever comes first, was explained by Joanie Perry.

The contractor stated he had several items to discuss. Mr. Reeves asked the extent of authority the inspector would have. Mr. Sweitzer stated the contract covered this area, the inspector is an observer and any questionable areas would be reported to the engineer for his handling with the contractor. Mr. Sweitzer stated from a practical standpoint Mr. White had been in construction for many years, was extremely capable and would work with the contractor.

The contractor asked questions regarding compaction and the pavement patching of the area. In summation, the compaction verification suggested by the contractor was acceptable by the inspector, but both parties retained the right to have a private lab test if the need arose.

The current surface of the streets would be reviewed by the engineer again and a possible change in the type of paving replacement at the end of the job might be made.

The city will request assistance from the county regarding a full paving contract from DOT for Spring of 1985.

The contractor stated that according to a lay out of the area, no streets would be completely closed off, but will be re-routed. The contractor will work with the city and county to accomodate the residents to the extent possible. The contractor will notify city and county fire, police and emergency services regarding street re-routing during the project.

The city was requested to obtain sewer sign ups, and stake the septic tank areas ahead of the contractor.

The conference was adjourned at 11:25 A.M.

Respectfully submitted:



(Mrs.) Cathy Harrison,
City Clerk - Treasurer