

JANUARY 3, 1991

10:00 A.M.

PRE-CONSTRUCTION CONFERENCE
SALEM ROAD WATER PROJECT
CITY HALL ANNEX
WEST LINE STREET

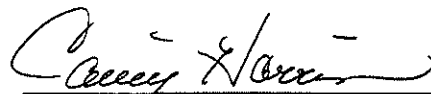
PRESENT: JOHN SWEITZER, SWEITZER ENGINEERING
MARK PITTARD, SWEITZER ENGINEERING
HARRY JORDAN, WILTEL COMMUNICATIONS
MARC LOCKWOOD, JOHN H. PRUETT CONSTRUCTION
COMPANY, INC.
GARY TATE, GORDON COUNTY
KELLY CORNWELL, DIRECTOR UTILITIES/PUBLIC
WORKS, CITY OF CALHOUN
CATHY HARRISON, CITY ADMINISTRATOR, CITY OF
CALHOUN

1. Call to order by Engineer John Sweitzer.
2. Sweitzer stated Jerry Crawford or Todd _____ will be inspectors for the job; Mark Pittard will be the construction coordinator for Sweitzer Engineering, and the company will play the role of arbitrator between the contractor and the City.
3. The contractor will deal with DOT, County and Railroad regarding the road, crossings and bores. The City will obtain permits, but contractor will provide necessary insurance associated with said permits. County requires permit, and 7 days notice prior to cut.
4. The Contractor deals with buried cable on railroad. City obtains permit, but contractor provides necessary insurance certificate. Cable company would like 24 inch distance, if bore does not necessarily have to be made at an angle. City has agreed in easement procurement to provide extra fill in low areas which might relieve this situation. Cable company requires insurance prior to bore; they require 72 hour notice; they require 24 inch vertical clearance, and require to be held harmless. If cable is required to be moved, it will take 30 to 45 days, and they will require 100% reimbursement for cost. Their telephone numbers are Georgia 1-800-282-7411; other 1-800-248-0133.
Jordan stated railroad may require a flagman during the time of the bore, suggested calling Bill Murray, Roadmaster, in Cartersville at 404-382-4423. He is available around 6:30 to 7:00 A.M. each morning.
5. Cornwell stated one easement required for job. Easement from D.C. Payne, with Spivey is lien holder. Easement mailed to parties, has not been returned. He is not aware of any specific problems.
6. Project will be partially funded by GEFA with Dave Rainey providing EPD inspection. He will come at least once a month, and he reserves the right to inspect for safety; pollution control; traffic control; erosion control; however, direction for work comes from engineers.
GEFA Contract is delayed since attorney opinion can not be submitted until right-of-way easements are procured. City not prepared to issue Notice to Proceed at this time.
7. Contractor will submit a progress schedule when Notice to Proceed is received. Contractor prefers to start at 41 and go west on Salem Road. Engineer Sweitzer stated City might issue change order to increase footage on Highway 41, and since the McDaniel tank is out of service it might be advantageous to start at the tank and proceed East on Salem Road. Contractor stated they prefer to hold the bore until later in contract. Contractor's Job Superintendent will be Lamar Wilkie and Anthony Petty will be the job foreman, day to day, on the job

site. The company phone is 404-926-2121 and a list of emergency numbers will be provided later.

8. Contractor stated one sub-contractor will be used for the job, Henry Floyd, Lads Farm Supply, for grassing.
9. Sweitzer reviewed pay request procedures. He asked contractor to review the job and pay request with inspector at end of month, from there, request goes to engineer, then to City, then to GEFA, with check going from GEFA to City and finally to contractor.
Sweitzer stated money will be held until erosion control is complete. Stated material will be funded provided it is tested and is covered by insurance.
Contractor will need to prepare as built drawings as well as the engineering office.
10. Engineer to furnish contractor with five sets of marked drawings. Contractor's normal work hours are 7:00 A.M. to 6:00 P.M. Monday through Friday. Saturday used for makeup for rain delays during week if necessary. Engineer stated work on weekends and holidays must be pre-approved. Contractor asked to coordinate tie-ends with Kelly Cornwell at 404-629-4701; refer financial matters to Harrison at 404-629-0151.
11. Possible sites for stored material discussed, with most likely area being property owned by City at the airport.
12. Contractor requested City to proceed with new or amended DOT permit for additional work on 41 to reduce possibility of delay. Contractor asked if they could lay line deeper to take out bends, engineer will consider.
13. Meeting adjourned 11:45 A.M.

Submitted:



Cathy Harrison
City Administrator