

JULY 30, 1990 3:00 P.M. CITY OF CALHOUN CONSTRUCTION CONFERENCE
FOR THE SEWER PROJECT AT FOX SUBDIVISION, PHASE III,
CDBG PROGRAM, WITH CARVER AND CARVER PLUMBING,
INC. OF ROME, GEORGIA

PRESENT: KELLY CORNWELL, DIRECTOR OF UTILITY/PUBLIC WORKS
CATHY HARRISON, CITY ADMINISTRATOR

JOHN SWEITZER, ENGINEER, SWEITZER AND PEOPLES, INC.
ROGER ELLIS, SWEITZER AND PEOPLES, INC.

DEWEY CARVER, CONTRACTOR AND OWNER, CARVER AND
CARVER, INC.
DONNA LINDSEY, SECRETARY

1. Engineer John Sweitzer opened the meeting.
2. The group reviewed the plans for the project noting the East to West "dog leg" off the line extending North through the Boring property off Erwin Street had been deleted.
3. Sweitzer explained the funding agency for the project would be a Community Development Block Grant through the Department of Community Affairs.
4. Sweitzer stated the schedule called for forty service laterals but that SDR 35 will be acceptable.
5. Sweitzer stated there will not be full time inspection for the project and compaction will be used for verification.
6. Sweitzer stated the plans call for streets to remain open and ditches covered at night. If streets are closed at any time, both City and County Fire Departments should be called by the contractor. Cuts should be filled, compacted and paved since most of the lines will be on right-of-way.
7. The Contractor, Dewey Carver, stated their work hours would be basically from 7:30 A.M. until 4:30 P.M., 50 hours and no Sunday work. Payrolls are to be submitted with pay requests. The Davis-Bacon wages as stated in the contract were reviewed as the minimum wages allowable.
8. Sweitzer stated all utility locations were not on the drawings, and it is the contractor's duty to locate, including water, gas, telephone, overhead and any underground power.
9. Sweitzer asked the contractor to submit a schedule as soon as possible. The only subcontractor for the job is for the road boring, Durden and Company of Norcross. Work will begin in this area at the 41 and 53 intersection and continue through the low area while the weather is hot and dry. DOT permit is current for Boring. Telephone company to locate line in conduit at that area.
10. Sweitzer stated the City will pay for stored materials if they are insured and the engineer has inventoried.
11. A monthly pay request will be used, standard request forms. If submitted by the 1st of the month, payment should be available by the 20th. Sweitzer asked the contractor to review the request with the inspector, attempting to settle any questions prior to submission of the request. The City asked for four copies of the request. Engineer will send forms to the contractor.

12. Sweitzer stated change orders will be used for major changes; minor changes will be made by field orders, since it is a unit price contract.
13. Project is staked properly; should call engineer if there are any questions. Engineer working as city agent, and all questions or problems unless of emergency nature should go through their office.
14. Contractor was reminded of EEO and labor standards and asked to post proper signs and notices on the site.
15. City informed contractor that employee interviews would be done as a part of the grant program.
16. Contractor required to make one tie-in per lot, others to be worked out with residents. (There is one exception where there is more than one structure on the lot.)
17. Contractor was informed "as built" plans would need to be submitted at the end of the job before close out.
18. Conference adjourned.

Respectfully submitted:



Cathy Harrison
City Administrator