

# NORTHWEST REGION-PRE-CON AGENDA / MINUTES

<b>PROJECT ID:</b> 7110-05-72	<b>FEDERAL ID:</b> WISC 2018 (163)	<b>CONTRACT ID:</b> 20180313038
<b>COUNTY:</b> Eau Claire	<b>HIGHWAY:</b> STH 37	
<b>NAME OF ROAD:</b> Mondovi - Eau Claire IH 94 to USH 12		
<b>TYPE OF WORK:</b> Excavation, Base, Concrete Pavement, Curb and Gutter, Sidewalk, HMA Pavement, Signs, Pavement Marking, Street Lights and Traffic Signals		
<b>PROJECT LEADER:</b> Mohamed Mounir	<b>PROJECT MANAGER:</b> Dave Koepp	<b>PROJECT SUPERVISOR:</b> Jim Koenig
<b>CONTRACTOR:</b> Haas Sons Inc		<b>LETTING DATE:</b> March 13, 2018
<b>EXECUTION DATE:</b> May 3, 2018	<b>CONTRACT AMOUNT:</b> \$ 4,440,848.73	<b>CONTRACT TIME:</b> November 3, 2018
<b>PRE-CON DATE:</b> May 11, 2018	<b>PRE-CON TIME:</b> 8:30 a.m.	<b>CONFERENCE HELD AT:</b> Chippewa Room NW Region- Claire

<b>Prosecution and Progress:</b>	
<b>Proposed Starting Date:</b> 05/14/18	<b>Anticipated Completion Date:</b>
<b>Proposed Schedule:</b>	
<b>Anticipated hours of work:</b>	7am - 7pm Mon-Fri, possibly Saturdays
<b>Special contract schedule requirements:</b>	
<b>Proposed start work notice date:</b>	05/11/18
<b>Weekly coordination meeting time:</b>	Tuesdays at 2pm

<b>Project Personnel:</b>	
<b>Contractor's Superintendent:</b>	Graig Haas
<b>Office Phone Number:</b>	715.669.5469
<b>Mobile Phone Number:</b>	715.829.7120
<b>Fax Number:</b>	715.669.5452
<b>Email:</b>	
<b>Contractor's Foreman:</b>	
<b>Office Phone Number:</b>	715.669.5469
<b>Mobile Phone Number:</b>	
<b>Fax Number:</b>	715.669.5452
<b>Email:</b>	
<b>WisDOT Area Supervisor:</b>	Jim Koenig
<b>Office Phone Number:</b>	715.838.8391
<b>Mobile Phone Number:</b>	715.828.0680
<b>Email:</b>	james.koenig@dot.wi.gov
<b>WisDOT Project Manager:</b>	Dave Koepp
<b>Office Phone Number:</b>	N/A
<b>Mobile Phone Number:</b>	715.563.8402
<b>Email:</b>	david.koepp@dot.wi.gov

<b>WisDOT Materials:</b>	<b>Howard Marg</b>
<b>Office Phone Number:</b>	N/A
<b>Mobile Phone Number:</b>	715.225.2565
<b>E-Mail: Address:</b>	howard.marg@dot.wi.gov
<b>Construction Materials:</b>	
<b>Office Phone Number:</b>	
<b>Mobile Phone Number:</b>	
<b>E-mail Address:</b>	
<b>WisDOT Project Leader:</b>	<b>Mohamed Mounir</b>
<b>Office Phone Number:</b>	N/A
<b>Mobile Phone Number:</b>	715.577.5478
<b>E-mail Address:</b>	mohamed.mounir@dot.wi.gov

<b>Sub-Contractors:</b>	
Sublet requests are required for <b>ALL TIERS</b> of subcontractors per 108.1 of the Standard Specifications for Highway & Structure Construction. Truck owner / operators are the only exception.	
<b>Request to Sublet Submitted?</b> <input checked="" type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>	<b>Date Approved:</b> May 9, 2018
<b>Proposed Sub-Contractor</b>	<b>Type of Work</b>
1. A&A Trucking (DBE)	Trucking
2. ASTI Sawing	Sawing asphalt & concrete
3. B & B Electric	Electrical
4. Century Fence Co.	Pavement marking
5. Chippewa Concrete Services Inc.	Concrete pavement, sidewalk, etc.
6. Diamond Surface Inc.	Asphalt & concrete rumble strips
7. Fahrner Asphalt Sealers LLC.	Temporary pavement marking
8. Mattison Contractors Inc.	Erosion control, signs, etc,
9. Monarch Paving	Asphalt surface
10. Rent-A-Flash of Wisconsin	Traffic control
11. Real Land Surveying	Construction staking
12. GAT Tenor Supply (DBE Supplier)	Epoxy / pavement marking material supplier
13.	
14.	
15.	
<b>Comments:</b> no changes	

<b>Field Office:</b>	
The field office must be fully operational before the project starts.	
<b>The field office will be located at:</b>	717 Short Street, Eau Claire 54701
<b>Driving Directions:</b>	
<b>Field Office Phone Number:</b>	TBD
<b>Field Office Fax Number:</b>	
<b>Field Office Computer Number:</b>	
<b>Date Field Office will be ready for use:</b>	05/14/18
<b>Field Lab:</b>	<input type="checkbox"/> <b>Yes</b> <input checked="" type="checkbox"/> <b>No</b>
<b>Comments:</b> Telephone number will be provided and Wifi hotspot will be set up.	

<b>Right-Of-Way:</b>
Was R/W purchased?
R/W commitments?
Access problems:

The contractor is not responsible for mailboxes, fire numbers or local street signing. The owner is responsible for removal & replacement of mailboxes & fire numbers. Local municipalities are responsible for the local street signs.
<ul style="list-style-type: none"> <li>- If mailboxes, fire numbers or street signs are not removed before work necessitates their removal, the Contractor must remove them.</li> </ul>
<ul style="list-style-type: none"> <li>• Fire numbers must be placed in a temporary location where they can be located in case of an emergency.</li> </ul>
<ul style="list-style-type: none"> <li>• Safely store mailboxes at the edge of the right-of-way.</li> </ul>
<ul style="list-style-type: none"> <li>• Safely store street signs outside the work area..</li> </ul>
The Project Leader will log the R/W posts / pins before & after construction. The contractor is responsible for replacing any that are found missing after construction.
<ul style="list-style-type: none"> <li>- The Project Leader will provide the R/W documentation to the contractor at least two weeks prior to work start.</li> </ul>
<ul style="list-style-type: none"> <li>- Contractor to verify with Project Leader prior to work start.</li> </ul>
<b>Comments:</b>

<b>Survey &amp; Landmarks:</b>
It is the contractor's responsibility to protect all landmarks & property pins.
Other surveying items:
<ul style="list-style-type: none"> <li>- Perpetuation of section corners.</li> </ul>
<ul style="list-style-type: none"> <li>- Perpetuation of property monuments.</li> </ul>
<ul style="list-style-type: none"> <li>- Right-of-way staking.</li> </ul>
<ul style="list-style-type: none"> <li>- Control monuments (USGS, NGS, HARM, Height Modernization &amp; County Densification).</li> </ul>
<b>Comments:</b> Work around/avoid monument

<b>Utilities:</b>
1. AT&T Legacy
2. AT&T Wisconsin
3. Charter Communications
4. CINC
5. City of Eau Claire (sewer & water)
6. Windsteram NTI, LLC
7. Xcel Energy (electric and gas)
8.
9.
10.
11.
12.
13.

<b>14.</b>
<b>15.</b>
<b>Comments:</b> Excel hasn't moved line yet - putting in new 55' poles next week Charter will shoot underground the week of the 14 <sup>th</sup> ATT relocations for path planned for week of the 21 <sup>st</sup>
NOTE: Utility representatives may leave at this point.

<b>Railroad Items:</b>
The contractor shall provide evidence of insurance coverage as soon as possible to the Region's Contract Specialist, the Region's Railroad Coordinator & the affected Railroad if there is railroad work on this project. No work shall begin prior to the Department of Transportation's approval of this insurance.
The contractor shall hold a meeting with the Project Leader & the railroad company before work begins.
Date of meeting: N/A
<b>Comments:</b> N/A

<b>Labor Compliance:</b>
See handouts.
<b>Comments:</b> -Project was let under repeal law, make sure employees are aware of this -No wage rate addenda -Have trans hours -Have good faith waiver -Prompt payment - pay subs within 10 days -Overtime is anything over 40 hours in one week -Make sure electric work has certification cards

<b>Traffic Control:</b>
Traffic control devices must be properly maintained 24 hours a day. A person who will be on call to perform these duties during off hours, weekends & holidays shall be designated at the time the initial traffic control devices are installed. The person's name & telephone number will be furnished by the prime contractor to the Project Leader, local law enforcement agencies & the County Highway Department.
The prime contractor is responsible for assuring the maintenance is done.
The prime contractor has given maintenance responsibility to:
<b>Contact Person:</b> Matt Buttke
<b>Location:</b> Wausau, WI
<b>Regular Work Hours</b>
<b>Off Hours</b>
<b>Office Phone Number:</b> 715-842-5225
<b>Cell Phone Number:</b> 715-571-1344
<b>Pager Phone Number:</b>
Emergency contact for temporary signals:
Detour, alternative route, lane closure information:
Any signs removed by the contractor must be properly stored & protected from damage. Any traffic control signs removed by the contractor must be immediately replaced when work requiring their removal is complete.
Stop signs shall be functional at all times. Stop signs shall only be down when a flagman is present to control traffic. Temporary stop signs shall be mounted on a post or barricade – signs not allowed in barrels.
Before any roads are closed it is the responsibility of the prime contractor to contact:
- Local law enforcement agencies, local fire department, postal service, ambulance service & school bus service.
- Contractor to provide documentation to Project Leader of contacts made prior to road closures.
The Project Leader is responsible for entering traffic closure / restriction / detour information into the WisLCS (Lance Closure System). Contractor is required to notify the project leader a minimum of 2 weeks prior to traffic impacts.

Turning signs away from roadway (parallel with road) not allowed as they are not crashworthy.

**Comments:**

**Haul Roads:**

Road load limits:

Hauling access problems:

Subsection 107.2 of the Standard Specifications:

- Notify the engineering in writing at least 3 business days before hauling materials over a public road or street not a part of the state highway system.
- Haul roads must be logged with the Project Leader before & after their use. The County Highway Commissioner or Town Chairman are encouraged to accompany when the roads are logged.

**Anticipated Haul Roads**

**Owner**

1)

2)

3)

**Comments:** Chippewa Concrete has 14 haul routes that will need logged - they will get a list to us

**Erosion Control:**

Contractor's contact responsible for installation & maintenance of erosion control measures:

Contractor: Joe Wolf

Office Phone Number: 715

Cell Phone Number: 715-556-1838

Fax Number:

Erosion Control Implementation Plan (ECIP:

- The ECIP must be followed throughout construction.
- ECIP amendment is required for any changes to construction operations not originally included in the approved ECIP. Work shall not begin until amendment is approved.

- ECIP approved? ☒ Yes Approval Date: 5/3/2018  
☐ No Anticipated Approval Date:

Dewatering:

- Any dewatering activities must be included in the ECIP.
- Use Wisconsin DNR Technical Standard 1063 as guide: <http://dnr.wi.gov/runoff/stormwater/techstds.htm>
- Project Leader to notify Region Stormwater Engineer when dewatering begins.

Special erosion control contract provisions:

Unresolved erosion control issues:

**Comments:**

**Army Corp of Engineers 404 Permit & DNR Commitments:**

Is ACOE 404 Permit required?

- If yes, has it been acquired?

The contractor is responsible for obtaining 404 permit for impacts to wetlands & waterways not included in the Department's permit.

- Are changes to the 404 permit anticipated?

Prohibited discharges to wetlands & waterways.

- Wisconsin Administrative Code (Trans 401) requires a notification of a prohibited discharge to the DNR within 24 hours of learning of a prohibited discharge. Contractor must notify the Project Leader or Project Manager, who will contact the WisDOT Regional Stormwater & Erosion Control Engineer, Wisconsin DNR liaison & Army Corps of Engineers.

**Equipment cleaning protocol:**

- Required to follow Wisconsin DNR Emergency Rule Order FH-40-07.
- See: [http://dnr.wi.gov/fish/documents/disinfection\\_protocols.pdf](http://dnr.wi.gov/fish/documents/disinfection_protocols.pdf)

**Special DNR environmental commitments:**

**Comments:**

**Open Burning:**

Illegal burning is not allowed on construction sites (see WisDOT Standard Specification 205.3.12, 107.11.4 & NR 429) Please be advised:

- Burning of clean wood, roots, brush or waste logs with a burning permit is permissible.
- Do not burn in wetlands or floodplains.
- Absolutely no burning of treated lumber, plywood, plastic, rubber, caulking tubes, oil filters, etc.

**Comments:**

**Pits, Quarries & Waste Areas:**

Have the archaeological survey requests been submitted?

Approval date:

If not, anticipated date of submittal:

All waste & borrow sites must be addressed in ECIP.

All erosion control measures must be installed prior to opening site. Final restoration must be show in the ECIP. Any changes will require an ECIP amendment.

**Comments:** -Base from Milestone  
-Borrow from HWY 93  
-Miscellaneous from HAAS shop

**Materials:**

The Source of Materials Form submitted to the Region by the Contractor on: 5/8/2018

Date received from Contractor:

If not, anticipated date of submittal:

All materials requiring Manufacturer's Certification must be on file with the Project Leader before material can be incorporated into the work. Manufacturer's Certifications are required to be kept on file by the contractor & to be made available upon request within 5 business days.

All materials documentation needs to include proper Project ID.

Project materials representative:

WisDOT:

Name:

Phone:

Contractor:

Name:

Phone:

QMP Requirements:

- Has Quality Control Plan been submitted for:

Subgrade?

If not, anticipated date:

Base Aggregate?	If not, anticipated date:
HMA Pavement?	If not, anticipated date:
Concrete Pavement?	If not, anticipated date:
Ride?	If not, anticipated date:
Concrete Structures?	If not, anticipated date:
Concrete Ancillary?	If not, anticipated date:
<ul style="list-style-type: none"> <li>- QV concrete test cylinders must be broken by a qualified lab other than the lab conducting QC tests. (WisDOT Regional Lab typically should be utilized for QV testing.)</li> </ul>	
<ul style="list-style-type: none"> <li>- On QMP items, the Independent Assurance Specialist (IAS) will conduct Independent Assurance (IA) testing on the QC testing as well as the verification testing.</li> </ul>	
<ul style="list-style-type: none"> <li>- The IAS will issue a report of findings. Two copies will be given to the Project Leader for administration &amp; distribution. One of these copies will be forwarded to the contractor for administration &amp; distribution to involved individuals, subcontractors &amp; consultants.</li> </ul>	
<b>Buy America</b>	
<ul style="list-style-type: none"> <li>- All steel &amp; iron materials permanently incorporated in this project shall be domestic products &amp; all manufacturing &amp; coating processes for these materials must have occurred within the U.S.</li> </ul>	
<ul style="list-style-type: none"> <li>- Certifications must indicate that the material meets Buy America requirements.</li> </ul>	
<b>Comments:</b> Want certifications when material/item is installed	

<b>Electrical Work:</b>		
Has the documentation of electrician status as specified in Standard Spec Manual 651.3.2(3) been provided?	<input type="checkbox"/> Yes	Date:
	<input type="checkbox"/> No	Anticipated Approval Date:
Electrical Contractor Name & Phone:		
Field Electrician Name & Phone:		
Comments:		

<b>Notify Local Authorities:</b>
Project engineer will contact sheriff, fire, school districts, etc.
Comments:

<b>Special Provisions &amp; Plans:</b>
List & discuss unique special provisions in the contract:
Review ASP-6.
Comments:

<b>Contract Administration:</b>
Additional Special Provision (ASP) 4 requires prime contractor to pay subcontractors within 10 calendar days of receipt of payment from WisDOT.
For working day contracts: Contractor & Project Leader to review & agree on changed working days each week.
Contract modifications are to be approved before the work is performed, including cost & additional contract time.
Completion of DQI (who & when):

Final acceptance of this project will be made by:

Final quantities shall be confirmed within 30 days of receipt of tentative final estimate as specified in Section 109.7 of the Standard Specifications.

**Comments:**

**Action Items Required Before Work Can Begin:**

Contractor:

- List items that need to be completed by contractor:

WisDOT:

- Notify Region Communications Manager of construction start date.
- Notify Region Contract Specialist to send start notice.
- Submit Lane Closure System (WisLCS) information.

**Comments:**

**Contractor's Concerns:**

1. Bumblebee high impact zone  
-leave the area as undisturbed as possible  
-no staging of materials
2. Seeding #70a  
-Pay for temp seed and wait till after October 17<sup>th</sup>  
OR  
-Seed and follow a watering plan - needs routed through the DNR
3. Short Street Intersection Paving  
-Chippewa Concrete is going to talk with the city on possible re-routing of Short Street for paving of the intersection.
- 4.
- 5.

**General Discussion:**

List & discuss unique special provisions in the contract:

1.

2.

3.

4.

**Comments:**

**Adjournment Time:**

9:30 am

**Attendance Roster Attached?**



**Yes**



**No**



