

**PRECONSTRUCTION CONFERENCE AGENDA**  
**DICKINSON COUNTY**  
**2009 GRADING, PAVING & DRAINAGE IMPROVEMENTS**  
**EAST OKOBOJI BEACH SUBDIVISION**

March 12, 2009  
10:00 a.m.  
Board of Supervisors Room  
Spirit Lake, IA

CONTRACTOR: Beck Excavating, Inc.

**I. INTRODUCTION**

- A. Minutes will be kept and sent to all present.
- B. Introduction of all present; sign attendance sheet.
- C. The following items and a brief review are found in Division 1 of the Iowa Statewide Urban Design and Specifications (SUDAS).
  - 1. Change Orders – prices to be agreed upon prior to work per Section 1040, Subsection 1.07.
  - 2. Contract Documents, Plans and Specifications – provide at the work site
  - 3. Postings – none required
  - 4. Stockpiled Materials – Payment per Section 2.51 of the IDOT Construction Manual
  - 5. Subcontracting – per Section 1080, Subsection 1.01
  - 6. Storm Water Pollution Control – per Chapter 7, Section 7B of the Statewide Urban Design and Specifications Manual
- D. Unless otherwise specified, the Iowa Statewide Urban Design and Specifications (SUDAS) for Public Improvements, 2009 Edition followed by the Iowa Department of Transportation Standard Specifications for Highway and Bridge Construction, Series 2001 and applicable General Supplemental Specifications and Special Provisions shall apply to construction work on this Project. In case of conflicting requirements, the more stringent shall apply.

**II. PROJECT DETAILS**

- A. Location: The project is in East Okoboji Beach Subdivision, located on the east side of East Okoboji Lake, between Elinor Bedell State Park and Arthur Heights.
- B. Work includes: Grading to establish rural cross-section and reshaping of ditches, paving 6" P.C.C. with a 1.5 foot curb section (6" high sloped curb) at locations noted on plans. Installation of storm sewer pipe, intakes, manholes and driveway culverts. Construction of earth shoulders, seeding, fertilizing and mulching, along with constructing Low Impact Development (L.I.D.) features as noted on plans.
- C. Contract Information: This is a Working Day Contract. Predetermined Wages are not in effect.
  - 1. Work days: Storm Sewer, Culverts, Grading & Paving: 120 days  
Low Impact Development (L.I.D.) Features: 60 days
  - 2. Late Start Days: Storm Sewer, Culverts, Grading & Paving: April 6, 2009  
Low Impact Development (L.I.D.) Features: April 5, 2010
  - 3. Free Time will be allowed during the 2008/2009 winter and 2009/2010 winter.
  - 4. Liquidated Damages: \$200/Working Day
- D. Chain of Command:
  - 1. Scott A. Brunsvold, PE; Project Construction Engineer  
Jacobson-Westergard & Associates
  - 2. Jeff L. Rose, PE, Project Design Engineer  
Jacobson-Westergard & Associates
  - 3. Eugene Sorbo, Project Observer  
Jacobson-Westergard & Associates

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E. Utilities within Project:

1. Contractor should use One-Call to confirm the location of any utility in the project area.
  - a. Scott Wilson – 402/572-6457 – QWEST
  - b. Dick Anderson – Iowa Lakes Electric Cooperative
  - c. Glen Peterson – Iowa Great Lakes Sanitary District
  - d. Lee Steckman – Mediacom
  - e. Doug Heikens – Iowa Lakes Regional Water

E.

2. Erosion Control associated with any utility work will be the responsibility of the utility company. If the prime contractor does the work, the utility company will be billed directly by the contractor. The utility company's representative will have 24 hours for review.

F. Restrictions Due to Right of Way

1. Project ROW's are shown on the plans as well as limits of construction. Keep construction operations within limits shown. See JWA Plan Sheet D.01 – D.32.

G. Construction Staking Requirements:

1. Construction survey is provided by Jacobson-Westergard & Associates.
2. Requirements:
  - a. Culverts
  
  
  - b. Storm Sewer
  
  
  - c. Grading
  
  
  - d. Paving

H. Assignment of Contractor's Personnel:

- |                    |                 |
|--------------------|-----------------|
| 1. Superintendent: | Phone (Office): |
|                    | Phone (Cell):   |
| Foreman:           | Phone (Cell):   |

I. Items to be Sublet:

1. Contractor has submitted list of subcontractors.
  - a. Sub: Concrete Technologies – PCC Mainline Paving
  - b. Sub: Dakota Traffic Services, LLC – Traffic Control, R/R Mailboxes, Temporary Mailbox Station
  - c. Sub: Moritz Construction: DNR Boat Ramp Parking, PCC Driveway Paving and Recreational Trail
  - d. Sub: Clayton & Sons, Inc. – Seeding, Fertilizing & Mulching, Silt Fence, Silt Fence Ditch Checks, Removal of Silt Fence, Vegetated Erosion Control Blankets
  - e. Sub: Ryan Ferguson Landscape – Plant installation within Rain Gardens and R/R of Rock Retaining Wall

- f. Sub: Midstate Reclamation and Trucking: HMA Pavement Removal
- g. Sub: Gerald's Tree Service – Clearing and Grubbing
- h. OTHERS:

J. Anticipated Start Dates for Contractor and Subcontractors:

- 1. Beck Excavating, Inc.
- 2. Gerald's Tree Service
- 3. Midstate Reclamation and Trucking
- 4. Concrete Technologies

K. Sequence of Operations:

- 1. Detailed schedule to be submitted prior to start of work.

L. Weekly Working Period:

- 1. Beck Excavating, Inc. WORK WEEK: HOURS:
- 2. Concrete Technologies: WORK WEEK: HOURS
- 3. Gerald's Tree Service: WORK WEEK: HOURS

M. Source of Materials:

- 1. List from contractor
- 2. Material will not be incorporated without prior approval
- 3. Send two (2) copies of all certifications to Project Observer
- 4. Submit paperwork from drivers making material deliveries to Project Observer

N. Inspection and Inspection Testing:

- 1. Certified plant inspection is to be provided by the contractor
- 2. Jacobson-Westergard & Associates will provide monitor for certified plant inspection on the project.
- 3. Beck Excavating, Inc. will perform weekly Erosion Control Site Inspections.
- 4. Contractor to provide testing of cured concrete, i.e. coring pavement for thickness and cylinder breaks.
- 5. County will provide independent testing for plastic concrete and all compaction testing.

O. Traffic Control:

1. Closing of roads shall follow approved staging plan. Closing of other roads outside of phase being worked on will need approval of Engineer and/or East Okoboji Beach Association.
2. Traffic Control: \_\_\_\_\_ w/24 Hour Phone: \_\_\_\_\_

P. Water Pollution, Erosion Control, and EEO:

1. A Pollution Prevention Control Plan has been developed for this project. Contractor will have materials, equipment, and labor available on a daily basis to install and maintain the erosion control features of this project.

The prime contractor and all subcontractors who deal with storm water runoff shall sign a Co-Permittee Certification Statement before any land disturbing work begins. It is the prime contractor's responsibility to obtain and provide signed certificates for the subcontractors to the Project Engineer.

Inspection of the erosion control features are required at least once every 7 calendar days and after rain fall that is 1/2" or greater. The contractor is expected to correct any deficiency or install additional erosion control within 3 working days. Installing and maintaining erosion control features is the responsibility of the prime contractor. The prime contractor must be prepared to accomplish the required erosion control work if the subcontractor is not able to perform satisfactorily or in a timely manner.

Any tracking of dirt or mud from the project site will be cleaned up from streets as soon as possible.

Contractor shall provide unit prices for alternative or supplemental erosion control measures. These alternate erosion control measures will be approved or denied on an as needed basis.

2. Contractor is to notify Tom Roos with the Iowa DNR at 712/260-9269 of the start date before work begins.
3. Detailed plans have been developed to prevent soil contamination of the lakes. Refer to JWA Plan Sheets C.14, C.15 and C.19.
4. Comply with requirements of Chapter 7, Statewide Urban Design & Specifications.

EROSION CONTROL OFFICER:

WEEKLY INSPECTION PER SWPPP:

Q. Safety Precautions:

1. Job site safety and inspections are the contractor's responsibility. Contractor must comply with Federal and State OSHA requirements;

SAFETY OFFICER:

PHONE NO:

R. Frequency of Payment:

1. Jacobson-Westergard & Associates will prepare monthly Pay Estimates. Only items with appropriate certifications and paperwork to prove the materials meet the project specifications, will be included in Pay estimates.
2. Estimates will be prepared during the last week of each month by the Contractor, subject to the approval of the Engineer, who will certify each approved estimate to the Board for payment on or before the 15<sup>th</sup> of the month following.

S. Contract Quantity Settlement:

1. Request by contractor. Submit list of bid items to Project Inspector.

T. Price Adjustment Possibilities for Out of Tolerance Work.

1. According to specifications and construction manual.

U. Pre-Pour Meeting:

1. Meeting to include contractor, concrete supplier, JWA, County Engineer's Office and Testing firm.
2. Will curb and gutter be poured integral?

V. Additional Comments by:

1. Dickinson County:
2. DNR:
3. East Okoboji Beach Association:
4. Utilities;

W. CLOSING