**Quivira Road Widening (99th Street to 105th Street)**

**KDOT Project No. 46 N-0474-01**

**CARS Project No. 320000908**

**City of Overland Park Project No. TH-0948**

**Pre-Construction Conference Agenda**

**City Hall Conference Room 1**

**December 8, 2011 at 1:30 p.m.**

1. **Welcome and Introductions / Attendance Sheet**
2. **Project Scope**
3. Contract Price $4,997,471.46
4. Unit Bid Prices per the contract.
5. **City Representatives**
   1. Project Manager: Tony Rome (913) 895-6001, fax (913) 895-5055, Home (913) 768-6292
   2. Traffic Engineer: Andrew Morrow (913) 895-6037, fax (913) 895-5055
   3. Project Inspector: Alan Daniels (913) 895-6039, fax (913) 895-5174, Mobile (913) 233-9432
   4. Backup Inspector: BHC-Rhodes ( ) , fax ( ) , Mobile ( )
   5. Transportation Inspector: Ron Desoto (913) 895-6226, fax (913) 895-5174, Mobile (913) 669-6296
   6. Landscaping Assistance: Sarah Patterson (913) 327-6639, fax (913) 327-5635
6. **HNTB Corporation**
   1. Project Manager: John Yoakum (913) 312-4821, fax (913) 491-4865
7. **Kaw Valley Engineering**
   1. Branch Manager: Michael Osbourn (913) 894-5150, fax (913) 894-5977
8. **Contractor’s Representatives**
   1. Miles Excavating, Inc.
      * Project Manager: Bill Reno, (913) 724-1934, Mobile (913) 233-9048
      * Project Superintendent: Butch Adams, Mobile (816) 769-7286
   2. Sub-contractors
      * Cook & Kibler – Sod
      * Advanced Erosion Solutions – Erosion Control, Hydraulic Mulching
      * H&R Lawn & Landscape –Lawn Sprinkler Systems, Landscaping, Monument Reconstruction
      * GSC Lighting & Supply – Supplier to Capital Electric
      * Mac’s Fence, Inc. – Handrail, Fencing
      * Jessie’s Quality Concrete – Sidewalk, Median Nose, Sidewalk Ramps, Detectable Warning Surfaces, Concrete Paver Stones, Removal of Existing Structures (1.95%), Driveway Entrances
      * Streetwise, Inc. – Permanent Signs, Pavement Markings, Traffic Control
      * Capital Electric – Street Lighting, Fiber Optic Communication System, Traffic Signals
9. **Utility Information**
10. WaterOne (Dave Flipse)
11. AT&T Local (Randy Faircloth)
12. KCP&L (Jenny Casey)
13. Kansas Gas Service (Dale Didde)
14. Time Warner Cable (Mario Escobar)
15. Johnson County Wastewater (Charles McAllister)
16. SureWest (Tom Reaves)
17. TW Telecom (Ken Robertsen)
18. ATMOS Energy (Richard Yunghans)
19. City of Overland Park Traffic Signals and Street Lights (Bruce Wacker)
20. Contractor responsible for locates
21. Notes shall be kept on locations of conflicts and schedules of any relocations
22. Traffic control shall follow MUTCD and Overland Park Traffic Control Handbook
23. Restore area beyond street improvement construction limits
24. **Contractor Normal Working Time**
25. Traffic Signal out of operation
    * On Sunday between 9:00 a.m. and 6:00 p.m. and completed that same day
    * Overland Park Police Department shall provide Officer control of the intersection (notify the Police Department at least 72 hours in advance)
26. Remaining Construction

* No work within 500 feet of any signalized intersection between 6:30 a.m. and 8:00 a.m.
* No work between 6:00 p.m. and 7:00 a.m. or on holidays or weekends without prior written permission (Inspector shall be given 48 hour advance notice). See Construction Schedule for alternate working hours.

1. **Construction Schedule**
   1. No work is to be performed or materials stockpiled on site until after January 15, 2012. Traffic signal and street lighting equipment is to be purchased immediately following the Notice to Proceed.
   2. The undersigned further agrees to complete the Phase 2A southbound outside widening work as described in the plans during 20 total consecutive calendar days (beginning on a Monday at 7:00 AM, with daily working hours from 7:00 AM to 9:00 PM, and with no work on Sundays), and open the roadway to traffic (two northbound and two southbound lanes of traffic).
   3. The undersigned further agrees to complete the Phase 2B northbound outside widening work as described in the plans during 20 total consecutive calendar days (beginning on a Monday at 7:00 AM, with daily working hours from 7:00 AM to 9:00 PM, and with no work on Sundays), and open the roadway to traffic (two northbound and two southbound lanes of traffic).
   4. The undersigned further agrees to complete the Phase 3 inside widening work from 99th Street intersection to Sta. 101+83.29, CL Quivira, as described in the plans, during 6 consecutive calendar days (beginning on a Monday at 7:00 AM, with daily working hours from 7:00 AM to 9:00 PM), and open the roadway to traffic (two northbound and two southbound lanes of traffic).
   5. The undersigned further agrees to complete the Phase 3 inside widening work from Sta. 121+51.11, CL Quivira to Sta. 129+04.77, CL Quivira, as described in the plans, during 6 consecutive calendar days (beginning on a Monday at 7:00 AM, with daily working hours from 7:00 AM to 9:00 PM), and open the roadway to traffic (two northbound and two southbound lanes of traffic).
   6. The undersigned further agrees to complete the Phase 3 inside widening work from Sta. 134+40.20, CL Quivira through the 105th Street intersection, as described in the plans, during 6 consecutive calendar days (beginning on a Monday at 7:00 AM, with daily working hours from 7:00 AM to 9:00 PM), and open the roadway to traffic (two northbound and two southbound lanes of traffic).
   7. The undersigned further agrees to complete all Phase 1, 2A, 2B, 3, 4 work and open all lanes to traffic by August 31, 2012.
   8. The undersigned further agrees to complete all work covered by this contract by October 12, 2012.
   9. The undersigned also declares that he/she understands that liquidated damages based on the full bid price of the Contract shall be assessed against Contractor, as stipulated liquidated damages and not as a penalty, in an amount as set forth in paragraph GC‑46 of the General Conditions for each and every calendar day the work remains incomplete over the specified completion time stated in Parts A. through H. above.
2. **Notice to Proceed**
3. Contract documents need to be executed and approved
4. Project schedule submittal required
5. Provide monthly cash flow projections
6. Establish date
7. Stake right-of-way and easements immediately
8. Schedule Pre-Construction Public Meeting
9. **General Requirements of the Contract**
10. Specification Items
    * Begin work within 10 days of the written Notice to Proceed
    * Full time superintendent on site at all times during actual construction
    * Store material and equipment within right-of-way and easements
    * Daily cleanup of the project site
    * Protection and maintenance of public and private properties
    * Notification of property owners (letter, newsletter, personal contact)
    * Pre-construction video by contractor
    * Construction staking by contractor
    * Plan of Action required for repairs to existing irrigation systems. Demonstration of completed system to be coordinated with Owner and Landscape Aarchitect.
    * Pre-restoration meeting 1 week prior to beginning final grading and restoration
    * Contractor to maintain red line as-built plans
    * Acquired all right-of-way and easements for the project
    * Protect all trees except those marked for removal
    * Contractor to provide KCMMB mix design numbers
    * Erosion control inspections at least once every 7 days and within 24 hours of a rainfall event of 0.5 inches or more. Erosion control shall be in place prior to grading. Schedule initial inspection with Lorraine Basalo.
    * The NPDES permit has been acquired. Contractor needs to sign Contractor Certification Form.
    * The City Land Disturbance permit has been acquired.
    * Erosion control changes with each phase as described in the plans.
    * Integral Sidewalk Retaining Walls shall have a stained Ashlar Stone form liner.
    * Construction Audio and Video Recording shall be to a professional quality. A detailed video of the project is required prior to and after completion of all construction activity.
    * Contractor shall pothole and survey all utility crossings prior to construction of any portion of storm sewer, underdrains, conduit and any other subsurface element of the project. See General Note #35 for other specifics.
11. Traffic Control

* The City Engineer shall approve any variations from the traffic control plans
* All orange construction signs shall be reflectorized with fluorescent orange prismatic grade retroreflective sheeting
* All regulatory signs, barricades and channelization drums used in the construction traffic control shall be reflectorized with high intensity sheeting
* Cones are not acceptable during nighttime operations
* Contractor to notify emergency service providers prior to changes in traffic control
* Inspections of traffic control devices regularly by the City
* Maintain access to businesses and residents at all times
* No two entrances into the same development shall be closed or under construction at the same time
* General Contractor is responsible for providing traffic control for himself and all sub-contractors
* See plan sheets 181-230
* Phase 1 – Please note requirements listed on Sheet 186, including sidewalk remaining open on one side at all times and traffic signal construction.
* Remaining phases are referenced in Item IX above
* Coordination with State project (I-435 & Quivira Interchange)

1. Shop Drawings, Certifications, Catalog Cuts, Mix Designs Submittals

* Miles Excavating, Inc. shall submit all shop drawings, certifications, catalog cuts, mix designs, etc. to the City of Overland Park for approval
* See the attached submittal checklist
* See the Approved Materials List for Public Improvement Projects at http://www.opkansas.org/Resource\_/PageResource/Doing-Business/Civil-Engineering/Approved-Materials-List/PW\_Approved\_Materials\_List.pdf
* Three copies of all submittals are required

1. Materials Testing

* Notify inspector 24 hours in advance
* Inspector will collect asphalt tickets at the time the asphalt is placed
* Kaw Valley Engineering will perform materials testing for the City (except as noted in the asphaltic concrete surface and intermediate course specification)
* See the attached sampling and testing frequency chart

1. News Release on Project Start

* City to issue news release

1. Pavement Marking

* All markings shall be laid out and approved prior to placing permanent material

1. Lighting and Signals

* Maintain existing street lighting and traffic signal operation as long as possible and minimize the duration of down time

1. **Weekly Progress Meetings**
2. Determine day, time and location
3. Contractor shall provide updated construction schedule if project falls behind
4. Excellence in Construction Contractor Evaluation
   * See the attached Excellence in Construction information
5. **Safety**
6. Construction, traffic and jobsite
7. Contractor needs to be attentive to safety of workers, motorists, etc.
8. **Monthly Pay Estimates**
9. City Inspector will prepare the monthly pay estimates on the City’s Pay Estimate Form
10. City Inspector will coordinate with the contractor regarding completed quantities
11. Estimates will be completed monthly by the 25th
12. 10% retainage until final project acceptance and final payment
13. Change orders will be submitted on City Change Order Form
14. **Questions / Adjourn**