

CONSTRUCTION PROGRESS MEETING MINUTES

CITY OF LAKE JACKSON DOWNTOWN REVITALIZATION PROJECT PROJECT NO. 09-05-1824

MEETING PLACE: Lake Jackson City Hall
Council Chambers

DATE & TIME: August 2nd, 2011 at 2:00 PM

A. Progress and Schedule

1. Project Time
 - a. Project time was reviewed.
2. Project Budget
 - a. Project Budget was reviewed.
 - b. It was noted that Project Budget was tracking similar to previous months.
3. Work completed to date since Last Meeting:
 - a. Parking Way
 - i. Medians on the south side of Parking Way have been backfilled. The medians in the center of Parking Way have not been excavated and backfilled. After curbs have been installed on the north side of Parking Way, the center medians will be cleared of construction debris, excavated then backfilled.
 - ii. The water line crossing Parking Way was capped.
 - iii. Form work on Parking Way was finished and concrete was poured on Parking Way.
 - b. Center Way

6. Schedule:
 - a. (Lucas)

B. Field observations, problems and decisions

1. Center Way Nose Configuration:
 - a. The median nose on south side of Center Way will be removed and replaced as part of the next phase.
2. Storm Sewer and existing Water Line Conflict (This Way & Parking Way)
 - a. The water line has been capped. The proposed waterline will be installed in the next phase. Lucas will be seeking a change order for crews and cement sand that were on site during the delay.
3. Grading around Grady's & AT&T.
 - a. WOS has prepared a grading plan. WOS will review the plan with the City Engineer at the next site visit.
4. Construction debris cleanup
 - a. Excess curb concrete material needs to be removed from back of curb prior to backfilling. The material will be removed after curbs are poured. This will allow the contractor to remove concrete spilled behind the back of curb at the same time.
5. Timing and Phasing
 - a. Lucas proposed to flip phases 3 & 4 in order to avoid Tammy's Touch during the holidays and construct a larger portion of the project. Phase 4 would be augmented to also include the Median areas and the storm sewer along This Way.
 - b. Pavement and Pedestrian Access will have to be in place before preceding to the next phase. The current schedule has construction ready to turn the corner at Tammy's Touch at the end of August. Lucas estimated that pavement would be in from Center Way to Circle Way by the end of October.
6. Landscape Art has inadvertently broken a couple of water lines that supply buildings. Landscape Art was given contact information for someone to locate water lines outside of buildings prior to working in some of these areas.

C. RFIs/Change Order Requests/Issues

1. Requests for Information
 - a. RFI 003 – Proposed Valve Assembly Modification
 - i. Submitted 7/6/2011 – Approved
 - b. RFI 004 – Proposed Sidewalk Demolition and Reinstallation Plan
 - i. Submitted 7/6/2011 – will be addressed at a later date
 - a. If the city decides to replace unacceptable walk notice needs to be given prior to planting. Irrigation in the area is already in place.
2. Requests for Proposals
 - a. RFP006 – Full depth sawcut
 - i. Dustin indicated that the response had been sent, but not in a Change Order. Dustin will check with his office to verify.
3. Change Orders
 - i. Change Orders 008 & 009 were discussed. They have been signed by KBR and will be sent to the City Engineer.
4. Supplemental Instructions
 - a. SI 024 – Walk at GI Center, removal and replacement
 - i. Removal and replacement will need to be done in two phases to provide access at all times.

D. Submittals

1. No new submittals

E. Pay Estimate

1. Lucas confirmed that they had received payment for their last pay application.

F. Other Items

1. Modesto reminded Lucas that the City prefers to handle Change Orders for time extensions sooner rather than later.

G. Next Meeting

September 6th, 2011 @ 2:00 PM

A reminder e-mail will be sent out prior to meeting to confirm time and location.