

Meeting Minute Summary

City of Montpelier

Berlin Street 16" and River Street 12"

Water Transmission Main Project

April 2, 2008

1. Review Schedule Prepared by DuBois Construction (**Schedule start-up may be adjusted per weather conditions.**)
 - Start-up April 21, 2008
 - River Street 4" Borings & Services April 22, 2008 – April 28, 2008
 - River Street Paving and Miscellaneous Work & Cleanup April 28, 2008 – May 30, 2008
 - Mobilize to Berlin Street May 13, 2008 – May 19, 2008
 - River Street Completion May 30, 2008
 - Berlin Street Main Line Pipe Completion June 30, 2008
 - Berlin Street Completion & Final Completion Sept. 16, 2008
 - **Start-up schedule may be adjusted per weather conditions.**
 - **Pike in Williston will open on April 28th. Pike in Berlin will open on May 4th.**
 - **DuBois will have two crews on site along with subcontractors.**
 - **DuBois will install the granite curb.**
 - **Carroll Concrete will install the concrete sidewalks.**
 - **Total Paving will place the permanent pavement.**
 - **Bore-Tech will install the three remaining sleeves by directional bore during the first week of construction. DuBois will install water services through sleeves.**
 - **Remaining items on River Street:**
 - **3 horizontal bores with 2 water services per sleeve (6 services on the South Side of the Road).**
 - **4 water services on the North side of the road.**
 - **Fire Hydrant across parking lot at the Trading Post.**
 - **Foster adapter and end cap at future gate valve by guardrail cut at the Trading Post.**
 - **Cut and cap at 223 River Street, 172 River Street (by Car Wash) and at Wheelock Street.**
 - **Permanent paving from guardrail cut by Trading Post to Wheelock Street. (30 day settlement time required on all trenches prior to installing permanent pavement)**
 - **Curb and sidewalk restoration.**
2. Review Draft Copy of Change Order #1 (**Based on construction start-up date of April 21, 2008**)
 - Time only for winter shutdown and extension of WTM to Wheelock Street.
 - Additional pipe costs and other associated cost for extension of WTM to Wheelock Street will be included in balancing change order at the end of project.
 - Completion by Contract October 24, 2008

3. City Discussion Items

- Adjusted Work Hours (Requested but not Mandatory).
 - **City stated that traffic concerns are not just for this project but for past and future projects as well.**
 - **City Council has approved adjusting the City's Noise Ordinance to allow additional work hours for Contractors. This would allow more flexibility for contractors to start earlier and shutdown prior to evening rush hour traffic. These adjusted work hours are strongly suggested but not mandatory.**
 - Start 5:00 a.m.
 - End 10:00 p.m.
 - Work Hours 5:00 a.m. – 3:00 p.m.
 - Shutdown 3:00 p.m. – 6:00 p.m.
 - May only work to 10:00 p.m. 3 days per week
 - May work on Sundays
 - **DuBois must look at all factors prior to deciding if early startup is feasible. Start time depends on daylight.**
 - **AGC and DuBois are concerned that it will take an hour and a half to set up a night time sign package for only one hour worth of work prior to daylight. They do not feel this is the best use of their time nor the safest choice for their crews or the traveling public.**
 - **The City wants to know if it is possible to shutdown the paving operation or at convert back to two-way traffic between 3:00 – 6:00 p.m. due to extreme congestion resulting from one-way alternating traffic, which tends to make evening commuters less patience.**
 - **DuBois stated that on River Street you have businesses that serve more of the lunch and dinner crowds whereas on Berlin Street you have businesses that serve more of the breakfast and lunch crowds.**
 - **If Pike Industries has a large paving project all other contractors may be limited to a certain type of product which can only be loaded during specified hours. Pike starts batching between 6:30 – 7:00 a.m.**
 - **DuBois feels that their paving operation should be complete by 4:00 – 4:30 p.m. on a daily basis.**
 - **Paving last year was very slow but DuBois hopes that this year it will be a lot better. DuBois may start prepping for pavement prior to 7:00 a.m. if feasible. The paving work zone will be about 150 feet long.**
 - **DuBois wants to continue with the schedule and sign package they were on last year but is willing to make adjustment as needed.**
- Designated Traffic Control Coordinator
 - Contractor to designate Traffic Control Coordinator
 - **Dick Wobby with AGC will be Traffic Control Coordinator**
 - **Rae Washburn with DuBois will be backup Traffic Control Coordinator**
 - **The City may discuss traffic issues directly with the Traffic Control Coordinators listed above. Any directions as to changes in the traffic control measures or package shall only be through the Contractor.**
 - **AGC stated that sign packages take a great deal of thought and effort to setup. Split second changes cannot be made nor implemented. It may take up to four hours to change package setup.**

3. City Discussion Items (Continued)

- **Maintaining Two Way Traffic and Traffic Control**
 - **Most of the time the Contractor will be able to maintain two-way traffic on Berlin Street. DuBois and AGC both stated that when they are in the middle of Berlin Street they will have to resort to one-way traffic for safety reasons.**
 - **The City feels that extended work zones cause excessive delays.**
 - **AGC stated they had two choices for work zones. They could either set up one longer work zone or two shorter ones. If traffic is not timed correctly you may get backups between the two shorter work zones.**
 - **AGC and DuBois will try using longer work zones between 7:00 – 9:00 a.m. and 3:00 – 5:00 p.m. and shorter work zones providing there is adequate stacking room between 9:00 a.m. – 3:00 p.m.**
 - **The City stated that longer work zones require more time to switch traffic direction.**
 - **AGC and DuBois will adjust the sign package on a day-to-day basis.**
 - **Congestion of traffic caused by construction vehicles can be minimized by moving equipment and materials to job site prior to 7:00 a.m. but this will still require a sign package and flaggers to safely unload equipment and materials.**
 - **Water services on River Street will most likely be performed on the sidewalk with a dump truck and small excavator. Two-way traffic may be possible.**
 - **The greatest traffic issues will come during the backfilling of trenches. Traffic must be stopped to allow the dump trucks to unload.**
- **Pedestrian Traffic**
 - **Provide a safe, marked route for pedestrians.**
 - **Schools in the Montpelier area do not get out until June 22. Many children walk to school.**
 - **There are also pedestrians that are either visually impaired or have limited mobility (wheelchairs) that use the sidewalks, primarily on Berlin Street between School Avenue and Northfield Street.**
 - **The Contractor noted that the one pedestrian routing plan will not work the same in every location. The Contractor will have to aid pedestrian access on a daily basis and change the plan as needed.**
 - **The Contractor would like to try to divert pedestrians across Granite Street and Main Street Bridges to the bike path or down Northfield Street and School Avenue to Prospect Street to avoid the construction area. The City approved this method.**
 - **Contractor noted that if they have to maintain two-way traffic it would be very difficult to provide pedestrians a safe access.**
 - **Contractor may use cones and snow fence to mark out temporary pedestrian passageways. Contractor was informed that the snow fence, depending on its height, may cause visibility issues.**
 - **The City suggested that the Contractor's flaggers be aware of pedestrian crossing zones so they can direct pedestrians to them. AGC stated that the flaggers are there solely to control one lane of traffic not pedestrians.**
 - **Contractor requested the use of another flagger for the assisting vehicles out of their driveways and assist pedestrians through the construction work zone and across Route 2 safely. The City felt this would be beneficial.**

3. City Discussion Items (Continued)

- Pending Sewer Project in Construction Area
 - **The sewer project is estimated to take 3 to 4 weeks to complete.**
 - **It will be about 500 linear feet of large diameter sewer main, service connections and one road crossing.**
 - **City may need to implement one-way traffic. The City will work with the prospective contractor on hours of operation to avoid peak hour evening traffic and to maintain traffic control procedures.**
- Other Construction Projects
 - **I-89 Bridge Project Start Date: May 2008**
 - **River Street Sewer Project Start Date: Mid June 2008**
 - **Route 2/302 Round-About Start Date: Mid July 2008**
- Construction Easements
 - **City has obtained all of the construction easements except for at 120 River Street.**
- Depth of Directional Bores – Water Services on River Street.
 - **City will advise Stantec as to the required depths.**
- Staging Area
 - Possible relocation of staging area so it does not conflict with sewer project.
 - **Contractor is looking for a temporary staging area closer to Berlin Street work zone.**
 - **The City suggested Brown Derby or National Life. Contractor must seek permission.**
 - **Contractor was planning on leaving the excavator on the side of the road. The excavator may not block the pedestrian route or interfere with sight distance of vehicles coming out of driveways.**
 - **Per AGC, OSHA guidelines require equipment left on the edge of the road to be clearly marked with reflective cones and lighted barrels.**
 - **Contractor may string the pipe on a daily basis. Pipe is presently in their shop yard.**
- Variable Message Board
 - City will request Contractor to provide a variable message board on Route 2 and Route 302.
 - **Contractor is willing to place two to three variable message boards along Route 2 and Route 302 in advance of construction.**
 - **Due to a bridge project scheduled on I-89 this May. It is not recommended that variable message boards be used on I-89.**
 - **AGC discourages announcing expected delay time on boards, but rather announce “Expect Delays”.**
 - **The City will notify VT 511 and AAA to advise them of construction projects. Also traffic alerts should go out to radio stations and newspapers.**

3. City Discussion Items (Continued)

- UTO's
 - Will not be allowed to sit in vehicle.
 - **Per DuBois UTO's can be hired to either sit in car, calm traffic or direct traffic. When DuBois arranges for a UTO they will advise them it is to direct traffic.**
 - **Last fall DuBois, at their own cost, hired UTO's for an additional two weeks to help at the intersection of Pioneer Street and River Street.**
 - **The City requested improved traffic control repeatedly, including regular review of queues.**
- Future Water Service at True Color
 - **The exact location of the future water service will be determined in the field after discussion with property owner. The intent of the future service is to eliminate the water feed from one building to another.**
- Lazerwash Claim
 - **DuBois stated that their insurance company denied the claim.**
 - **The City stated that it was within two weeks after DuBois broke and repaired the force main that the alarms for the pumps went off.**
 - **City has suggested that DuBois resubmit the claim to the insurance company. The City feels the pump station worked prior to the force main break, the coupling came apart after the break in force main and the pump station didn't work afterward.**
 - **The City's official position is that they will cover the cost if the insurance company denies the claim again.**
 - **Stantec noted that before Final Completion could be awarded for the project this claim would have to be resolved.**
- Emergency Water Shutdown Procedures
 - **All valves on new or existing water mains that have City water in them shall only be operated by City DPW personnel. RPR or Superintendent are to call the City Garage or Police Department (after work hour) for assistance closing valves.**
 - **The existing main line valve at 61 Berlin Street has a rounded nut on it. The City will turn this valve off after construction starts. This way if an unexpected break occurs only the valves at Berlin Hill or School Avenue need to be closed.**
 - **Stantec wants to ensure any closing of mainline valves does not affect National Life. The City concurred.**
- Locating and Marking Existing Water Main and Services
 - **The City of Montpelier will mark out water mains and water services from curb stop to the main. DuBois will be responsible to maintain all the markings. Since the old abandoned gas main was installed near the existing water main the pipe locator may start tracing the gas main instead of the water main.**
 - **Per DuBois's request, the City will not mark out River Street until April 14th or Berlin Street until May 1st.**
 - **Hill Street would be affected by water shutdown.**
 - **There may be existing valves under the stone wall at the intersection of Berlin Street and Hill Street.**
 - **Some of the old abandoned buildings still have live water services to them.**
 - **Mike, Rae and Connie will perform a walk-through of Berlin Street after the project starts up to locate all valves and other existing utilities that may be a cause for concern. Areas that will be affected by water shutoff notices will be identified.**
 - **DuBois will call Dig-Safe a week prior to the start of construction.**

4. Other Items

- Telephone Line to Engineer's Trailer
 - **Telephone line to trailer will be installed within the next two weeks.**
- Calendar – Schedule for Meetings
 - **First Monthly Meeting will be on May 6th at 10:00 a.m. at field trailer. Contractor may use May 2nd as end of the pay period.**
 - **Weekly Update Meetings are scheduled for every Friday at 10:00 a.m at field trailer. Weekly Update Meetings will not be held on weeks where Monthly Meeting are held. City requested that DuBois have an updated schedule for the weekly meetings**
- Concrete Sidewalk
 - **DuBois is to notify homeowners and business 24 hours prior to pouring concrete sidewalk in front of their driveways so other arrangements can be made for their vehicles.**
 - **Access to business must be maintained. Dubois should provide a temporary access driveway to all businesses during the concrete sidewalk setup and pour if there is not a second driveway that can be utilized. The Contractor may also choose to pour half the sidewalk in front of a driveway at a time. This also applies to installing pipe and any other construction activity.**
- Manual Air Release/ Chlorine Injection Points (MAR/CIP)
 - **City stated that they have had problems with the MAR/CIP freezing between the curb stop and the corporation stop.**
 - **On River Street the Contractor shall place rigid insulation inside the valve box and place top of valve box below permanent pavement.**
 - **On Berlin Street the Contractor shall install temporary MAR/CIP and remove them after testing of the water main, City will pay Contractor for MAR/CIP.**