

**Elevated Storage Tank
Birch Run Township**

**Preconstruction Meeting Minutes
February 9, 2012; 9:00 a.m.**

Introductions – Sign In Please / Provide Email Address – *A copy of the sign in sheet is included in the attachments.*

Contractor Schedule

- Schedule Discussion - Start Date – *Maguire Iron presented at proposed schedule for the project. They plan to start site work around the end of March. Unfortunately, steel delivery is not anticipated until later this summer. The schedule proposes field erection starting around the end of August and continuing until Mid October. It does not appear that painting will be able to commence until Spring, 2013. The steel delivery schedule is what will drive the project. Maguire will do what they can to improve the schedule, but it is not likely to be completed in 2012.*
- Special Work Hours or limitations? - *The contractor will notify ROWE of any plans to work on weekends. ROWE will provide notice to the Township.*
- Substantial 9/14/12 (based on NTP 9/30/11) – *Adjusted to June 20, 2013 based on Notice to Proceed of 2/10/12*
- Final 10/26/12 – *Adjusted to July 15, 2013 based on Notice to Proceed of 2/10/12*
- Construction Sequence Overview – *See proposed attached schedule*
- Coordination with other Contracts – *Contractor will need to coordinate with water main contractor. It appears that the water main contractor will be ahead of the tank project. ROWE to provide a schedule as soon as it is available.*

Utilities

- Electrical – Consumers Energy – ~~Greg Squanda~~ John Hoffman discussed the procedure.
- Consumers needs to prepare the easement to extend the primary line down to the site. Easements will include room for future gas line.
- John requested a set of plans for his use – ROWE to send via email.
- John requested that the fence line be staked in the field so he can perform his measurements.
- John will also prepare the paperwork for billing the Township.
- It was decided to remove the \$20,000 allowance from the contract and have Consumers bill the Township directly.
- The Township desires 3 Phase service for future use. The original estimate was for single phase power. John will revise the estimate.
- Transformer should be sized for the tank, the DPW building, an emergency alert system, and several cell phone systems.
- Brad will provide John with information regarding the emergency alert system.
 - Coordination of Service
- Gas – Consumers Energy – Marsha Jansen-Wilson – *Not Present*
- Phone – Frontier / AT&T – John Cary – *Not Present*
- Cable – Charter – Mark Kelly – *Not Present*
- Fiber Optic – Sprint / Nextel – Gerry Crain – *Not Present*

Contractor Information

- Project Manager – *Brent Stansbury (605) 413-9141*
- On Site Foreman – *To be determined based upon steel schedule*
- Emergency Numbers – *Gene Jones (605) 310-7862 (24 hour number)*
- Subcontractors / Suppliers – *See attached listing.*

Rowe Contacts

- Doug Scott (810) 341-7500; cell – (810) 869-5111
- Dean Oparka – Cell (810) 701-8217

Township Contact

- Brad Thomas (989) 624-9773 *Cell (989) 233-9317*
- Kurt Kiessling (989) 624-9773 *Cell (989) 624-9684*

Permits

- SESC Permit – Saginaw County Public Works – permit required. – *Need to pay fees and obtain permit.*
- FAA #7640 – Obtained, expires 12/16/2012 – *ROWE will renew the permit to get beyond the new completion date.*
- MDEQ Water Permit – Obtained – *ROWE to provide a copy to the contractor.*
- SCRC – Contractor to obtain driveway permit – *Need to pay fees and post bond.*
- Electrical – Contractor to Obtain

Shop Drawings

- Submit 7 copies to Doug Scott – Flint Office; - *ROWE will keep 4 copies and return the balance.*
- Ten day turn around - *Notify ROWE if any need to be turned around sooner.*
- All submittals must be submitted and approved by Prime – *Must be stamped by Maguire and submitted by Maguire.*

Contract Status

- Bonds and Insurance – *Approved as submitted.*
- Notice to Proceed – *Will be issued later this week – after Township Attorney has reviewed.*
- Liquidated damages - \$1000 / day
- Extra Plans / Contract Documents – *ROWE to provide Maguire with additional sets.*

Payment Procedures

- Lump Sum Contract Price
- Need Schedule of Values / Include Allowances – *Submitted at meeting for review.*
- *Use AIA form or similar*
- Submit to Doug Scott – *Submit Draft for approval.*
- Once per month
- Establish cut off times – *Work cut off will be 20th of each month. Need a draft copy by the 25th and submit signed application by 1st of the next month. Township meets the 2nd week of the month.*

Construction Items

- Overview of Site Work – Changes (Water Main, Fence, Pad Elev, Electric) - *Township would like to make the following changes:*
 - *Raise finished floor elevation to 650.0 (2.5 feet above proposed) Site will be graded 4:1 to match up with existing grades.*
 - *Moved water main to North side of proposed building.*
 - *Move fence in from road 20 feet to get fire hydrants outside of fence.*
- Logo – Design, paint vs. vinyl – *paint is specified, vinyl is quite costly and generally only used for fancy logos. Township wants block letters only. One side only. Location to be determined. Township will determine the wording and have Maguire do a mock up of what it will look like.*
- Navigation Light Backup power – *Battery backup is not needed.*
- Staging Area – use of Property – *Contractor will need the full area within the proposed silt fence to perform his work. All disturbed areas will be restored and seeded. Farmer will be farming the areas outside of the silt fence.*
- SCADA Meeting in the Future – *ROWE to coordinate the meeting when both contractors are on board.*
- Site Safety – *Maintain a safe site. Fence all excavations left overnight. Lockup all equipment. Provide two copies of the safety plan.*

Construction Staking / Inspection

- Three days notice for any staking required – *Contact Doug Scott*
- Will stake utilities once
- ROWE to provide periodic construction observation
- Contractor provides certified welding inspections
- Dixon to perform coating inspections
 - Overview of procedures
 - *Inspect shop priming at Maguire's facility in accordance with specs.*
 - *Inspect welds and determine x-ray locations*
 - *Inspect all coatings applied.*
- ROWE to provide density testing

Owner Comments

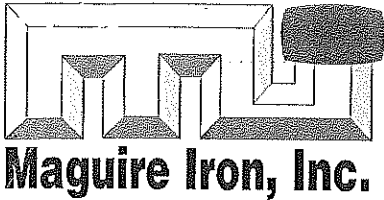
- *Notify of any Saturday Work*
- *Keep site protected from theft.*
- *Would like to know when the ball will be set to alert media.*

Contractor Questions

PRECONSTRUCTION MEETING:
 ELEVATED STORAGE TANK
 BIRCH RUN TOWNSHIP
 February 9, 2012
 ATTENDANCE

PLEASE PRINT INFORMATION LEGIBLY

NAME	ORGANIZATION	ADDRESS (INCLUDE CITY & ZIP)	E-MAIL ADDRESS	PHONE & FAX NUMBER
Greg Jones Jr.	Maguire Iron	1000 N. Main, Ave Saxon Falls, SD 57004	putz2@maguireiron.com	605-334-0029 605-334-9752
Brent Stansbury	Maguire Iron	1610 N. Minnesota Ave Saxon Falls, SD 57004	stansburp@maguireiron.com	605-334-9749 605-334-9752
Thomas Rowas	Dixon Engineering	1104 Third Ave	Thomas Rowas @ dixonengineering.com	616-374-3221 7116 F L 517 202-5602
Bill Nelson	BR Twp	on file	⇒	⇒
Mike Mader	ii	7370 TOWNLINE BENDEPORET, M	on file	
Brad Thomas	BR Township		Bthomas@BirchrunTwp.com	(889) 233-9317
DEAN OPARKA	Rowe	Faint, ME 5710 S. SAGEWAD	OPARKA@RowePSC.com	810-341-7500 810-701-8217
John R Hoffmann	Consumers Energy	2400 Weiss St Saginaw, MI 48602	j.hoffmann@consumersenergy.com	(989) 791-5904
Kurt Whiesling	Birch Run Twp Supervisor		Supervisor @ birchrunTwp.com	989-624-9773 office 989-624-9684 cell
Ed Magnus	Twp Trustee	B.R.	B.R Twp	B.R. Twp



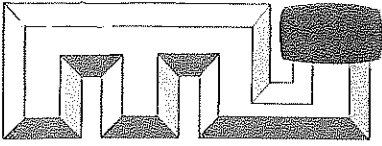
Maguire Iron, Inc.

WATER TOWER SPECIALISTS - ESTABLISHED 1915

P.O. BOX 1446
SIOUX FALLS, SD 57101
PHONE (605) 334-9749
FAX (605) 334-9752
AFTER HOURS (605) 310-7862
www.maguireiron.com

BIRCH RUN TOWNSHIP, MI
SCHEDULE OF VALUES
FOR 300,000 GALLON ELEVATED WATER STORAGE TANK

<u>TOTAL</u>	<u>\$978,000.00</u>
1. Design Drawings, Bonds, Insurance:	\$ 65,000.00
2. Foundation:	\$188,800.00
3. Steel Receipt:	\$147,400.00
4. Fabrication/Steel Delivery:	\$168,700.00
5. Field Erection:	\$122,500.00
6. Field Painting:	\$ 75,000.00
7. Field Electrical:	\$ 52,000.00
8. Fencing:	\$ 28,000.00
9. Cathodic Protection:	\$ 10,400.00
10. Base Cone Insulation:	\$ 10,200.00
11. Consumers Energy Allowance:	\$ 20,000.00
12. SCADA Controls System Allowance:	\$ 90,000.00
<u>TOTAL SCHEDULE OF VALUES</u>	<u>\$978,000.00</u>



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BIRCH RUN TOWNSHIP, MI
PROPOSED SUBCONTRACTORS
FOR 300,000 GALLON SINGLE PEDESTAL SPHEROID WATER TOWER

Foundation/Mechanical/Site work:

TBD

Field Painting:

TBD

Electrical:

Windemuller Electric
2150 Cogswell Street, Suite A
Whitehall, MI 49461
Phone: 231-894-2979
Fax: 231-894-1310

Fencing:

TBD

Cathodic Protection:

Corrpro Waterworks
1055 West Smith Road
Medina, OH 44856
Phone: 330-725-6681
Fax: 330-723-6065

Base Cone Insulation:

Frantl Industries, Inc.
W227 N6330 Sussex Road
Sussex, WI 53089
Phone: 262-246-3866
Fax: 262-246-7260

