

Memorandum

To: Dave Willett & Debbie Tuttle
From: Mace Pemberton, Matrix Design Group
Date: July 25, 2013
Subject: Webster Lake Promenade Construction Meeting 7-24-2013, 2:30 p.m.

Waner Construction held the first construction meeting at the site trailer to provide a forum to discuss schedule, status of RFI's and submittals, and action items. An agenda was provided, identifying the attendees, discussion items, schedule, and submittal log.

The purpose of this report is to provide documentation to the City and NURA of the progress, decisions made, and compliance with the City's standards. Mace was provided a set of construction plans at the conclusion of the meeting.

The following is a summary of the discussion items and identifying as appropriate, the responsibilities of the attendees since this was the first meeting.

- Light poles to be moved back (away from street improvements).
- The Ramada water meter vault location was discussed. Since the City will ultimately accept and maintain the water lines, the Ramada meter will be moved west onto the Ramada property. The condition of the existing 8-inch DIP will be determined by the City Inspectors. Existing easements on the east side of Ramada will need to be researched.
- Plan review comments from Kent Kisselman were briefly discussed. The comments for the 120th Street construction plan include checking the cross-sections grade for the patch back, sidewalk & ADA ramp to use a thru ramp, lane width for the aux. lane to be 11 feet and stop bars to be 24-inches in width. The comments on the Webster Lake Promenade construction plans include addressing the utility crossings under the retaining walls (i.e. 24-inch storm), fire hydrant spacing along Grant Street to not exceed 300-foot spacing, and meter pits and corp. stops to be in grass areas.
- Notification will be made to Rick (first), Greg (second) then Kent (third) for utility inspection by the City.
- Bedding material will be the City's standard, squeegee.



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- Plate material for street cuts (120th Street) to meet HS20 loading. Possible night work in 120th Street for the sanitary sewer connection impacts eastbound lanes and could be a 2 lane closure. Determination by the City will be on a case by case basis. Bypass pumping as a temporary condition will be an inside drop manhole. Flow fill is allowed, no flash fill is allowed. Pam Acre will need a containment plan for bypass pumping.
- Virgin asphalt to be used for asphalt patch, no geofabric is required.
- Water valves to be standard, left hand open.
- Product submittals going to Randy, including electronic to Kent and Greg
- Mace's role as the Owner's representative will be to attend the weekly meetings and oversee construction observation. Mace will be included in receiving RFI's and the project schedule.

Memorandum

To: Dave Willett & Debbie Tuttle
From: Mace Pemberton, Matrix Design Group
Date: August 2, 2013
Subject: Webster Lake Promenade Construction Meeting 7-31-2013, 2:30 p.m.

Waner Construction held the second construction meeting at the site trailer to provide a forum to discuss schedule, status of RFI's and submittals, and action items. An agenda was provided, identifying the attendees, discussion items, schedule, and submittal log.

The purpose of this report is to provide documentation to the City and NURA of the progress, decisions made, and compliance with the City's standards.

The following is a summary of the discussion.

- No new RFI's since last week
- Asphalt Mix is in process with the supplier, Brannan.
- Storm Water inspection scheduled for 8-1-2013 with Pam Acre.
- Ramada water meter vault: Galloway to add the utility easements to the revised drawing.
- Revised ROW and grading bonds for submittal on Northglenn forms.
- Inlet off of 120th was buried and has standing water in manhole. Pam Acre to investigate.
- 120th improvements: sawcut to be coordinated. Diagonal removal/replacement needs to not follow wheel path, no taper, make perpendicular. Night work to be determined, request form to be filled in and approved by City.
- City review comments with Kent Kisselman were by phone call. The comment summary attached to the Agenda was discussed. 1) verify end & plug of storm sewer. Leave as is. 2& 3) Add grade break @ station 5+50 to profile and adjust cross-sections. 4) Lane widths of 11ft & 16ft to be reviewed once ready to re-stripe. 5) Use 24-inch stop bar. 6) Add diagonal reinforcing in retaining wall for blockout, document in as-builts. 7) Add fire hydrant east of Building E, east of Grant Street, submit for approval. 8) Curb stops 1ft. behind meter in landscape area, near Bldg. B & C, shift meter Bldg. D, need drawings for all so they will not be in flowline or pedestrian ramps. 9) Need shop drawings for RCP .

Memorandum

To: Dave Willett & Debbie Tuttle
From: Mace Pemberton, Matrix Design Group
Date: August 12, 2013
Subject: Webster Lake Promenade Construction Meeting 8-7-2013, 2:30 p.m.

Waner Construction held the third construction meeting at the site trailer to provide a forum to discuss schedule, status of RFI's and submittals, and action items. An agenda was provided, identifying the attendees, discussion items, schedule, and submittal log.

The purpose of this report is to provide documentation to the City and NURA of the progress, decisions made, and compliance with the City's standards.

The following is a summary of the discussion.

- No new RFI's since last week.
- The schedule identified the sanitary sewer main installation start was to start 8-12-2013.
- Storm Water inspection scheduled for 8-8-2013 with Pam Acre. BMP's are in anticipation of rain.
- Inlet off of 120th : Pam Acre contacted CDOT for maintenance work to clean out.
- 120th improvements: Conduit bore coordination with Norm Smith (CDOT) waiting for reply.
- Sanitary Sewer By-Pass pumping: Fused pipe is utilized, only fitting will be at pump. Berm will be on downhill side, Jersey barriers to be used as protection (cars turning to Ramada), emergency contact phone numbers to include water treatment plant, spill containment plan to be provided, 24 hour observation to be provided by Baker Corp. supplier of the pumps & equipment.
- 120th sewer connection: two nights of construction is anticipated. Flowfill will extend to top then steel plate at surface, Waner is responsible for maintenance of pavement section so patch will be existing thickness plus 2 inches, existing section may exceed 9.5 inches.
- Construction meeting was continued at the by-pass location for an explanation of the operation.
- Sanitary sewer by-pass Spill Containment Plan was received via email on 8-9-2013 and reviewed. The information provided was consistent with the plan discussed at the construction meeting of 8-7-2013.