



PROGRESS MEETING NO. 2 MINUTES

SUBJECT: **CONTRACT # 1000071252**
REPLACEMENT OF PROSPECT HILL ROAD BRIDGE (HA53.04)
AT TOWN OF SOUTHEAST, NY

DATE: July 12, 2017

TIME: 10:00 AM

LOCATION: Local 60 Offices, Southeast, NY

ATTENDEES:	Margarita Calbitaza	MNR
	Daniel Delgado	MNR
	Kerry Garo	MNR
	Michele Salvatore	MNR
	Mike Bottalico	MNR
	Jim Berlangero	MNR (Via Call-in)
	Omar Belguet	MNR (Via Call-in)
	Sahul Kadarpetta	MNR (Via Call-in)
	Sean Burke	Halmar-WSP DB Team (HWDBT)
	Richard Cassidy	HWDBT
	Brendan McLaughlin	HWDBT
	Dave Bottigliere	HNTB
	Michael Marra	HNTB

THE FOLLOWING ISSUES WERE DISCUSSED:

1. Safety

A. SHECP

Halmar has submitted the majority of the immediate information requested by MNR to allow them to continue work while developing the SHECP. Halmar said they would like to sit down with MNR to discuss their SHECP prior to submitting a revision. HNTB will coordinate with MNR/Halmar to schedule the meeting. Halmar was reminded to post the emergency contact numbers and other pertinent safety information in their field office, if it hasn't already been posted.

B. Safe Work Plan(s) for Proposed Utility Work

HNTB suggested separating the SWP's for the duct bank installation and the test pit work so the test pit work is not held up. Halmar should submit a MPT plan for the various upcoming operations. MNR will advise on the desired lane widths to maintain.

C. Vehicular Traffic on the Access Roadway

It appears that vehicular traffic on the access roadway to the yard off Prospect Hill Road moves quickly and at times does not obey the in-place STOP signs. This is likely due to the fact that Prospect Hill Road has been closed for a long time and no vehicles can enter the roadway. Now that the field office for the project is in place and the project is beginning, it will be important to obey the current signage. Visibility from the field office driveway is poor and this could lead to an unsafe situation when moving onto Prospect Hill Road. MNR will make their yard personnel aware of the situation.

2. Schedule

A. Four Week Look Ahead/Protective Personnel Requests

Halmar reviewed their proposed 4 week look ahead schedule. This week they will continue with survey work including layout of the proposed duct bank. MNR will have their personnel markout the yard utilities once Halmar has finished their proposed layout. Once this is complete, test pit locations will be selected.

Halmar is also checking survey control points that were reestablished by KSE. Halmar may also layout the central pier footprint and spot the demo crane.

Halmar will review the proposed clearing work with MNR to determine if railroad protective personnel will be required for this work.

Halmar said their demolition plan should be submitted by the end of next week.

WSP is continuing work on the design. The 60% culvert is expected soon and the 90% superstructure submission may be in by the end of the month.

B. Baseline CPM

MNR will send some additional comments to Halmar prior to Halmar sending in a revision. The comments should be sent to HNTB in the next few days. Halmar was questioning the 40 day allotment for MNR to complete the duct work, if these were work or calendar days. Presently they are inserted as calendar days. It was noted that these are work days and that this is an allotment and will not necessarily be the actual duration realized.

3. Design

A. 60% Superstructure

The 60% Superstructure is complete. The 90% submission is being worked on at the moment and expected at the end of the month.

B. 60% Civil

The submittal is currently under review.

C. 60% Substructure

The submittal is currently under review.

D. 100% Utility

The submittal is currently under review. Comments are still outstanding from MNR Power and C & S. All other comments are compiled. These will be discussed with Halmar after the meeting.

E. 60% Culvert

This submission is expected to be submitted in the near future.

4. Utility Work

A. Relocation Status

NYSEG has completed all of their work.

MNR has to follow up with Verizon and MNR C & S to determine the status of the work.

B. TA-001 and TA-002

TA-001 discussed installing a new pole and changing the location of the duct bank. TA-002 discussed changing the plans from 8 to 4 ducts. These TA's were sent to Halmar prior to the meeting. Both of these TA's represent a reduction in work and a representative credit was requested.

C. RFI-008

Halmar has received the answer to this RFI and has no further questions regarding this issue at this time.

D. Test Pits

The locations will be selected once the layout work is complete. The test pits are paid under a separate item on a per each basis.

5. Field Office

The field office set up appears to be basically complete.

6. Submittals

A. Erosion Control Plan

Halmar has included the erosion control plan in the civil drawing submission. MNR requested that Halmar also submit the plan separately so approval of the civil submission does not hold up other contract work. The ECP can then be reviewed independently.

B. MPT Plan

The MPT plan will have some standard patterns and means of handling traffic and pedestrian flow but all were reminded that many of the issues will be specific to various work operations. These special or different conditions should be handled in the work plans but yard supervisory personnel will need to review these segments and it may be prudent to separate these so they can be sent for review. MNR will advise Halmar of the clearances required for their operations.

C. Demolition Plan

Halmar is in the process of finalizing their demolition plan. A site visit to discuss various segments of the plan will be conducted after the meeting. Lead removal is being done by Cardno through MNR. To minimize scheduling issues, it was advised to provide them with the cut locations, tentative scheduling etc. with as much advance notice as possible.

7. Payment Estimate

Halmar has submitted all required items for the payment estimate except the progress photos. The payment amount and schedule of values will be discussed after the meeting.

8. Extra Work Requests

A. Pathway Access to Temp Lot

MNR is still reviewing options. Halmar will be notified when a decision is reached. It was agreed that construction of a walkway from the new temporary parking lot will be considered extra work.

B. Galvanized Reinforcing Steel

MNR will issue a change order request number to Halmar. They are still reviewing the merits of this request given the notes in the RFP. Halmar has offered to give MNR a cost estimate for the use of galvanized reinforcing steel in lieu of epoxy.

C. Pile Foundation Design Costs

MNR will issue a change order request number to Halmar for this request. Supportive documentation and explanation of why this is considered to be extra will likely be required prior to any decision on this issue.

9. Project Signs

MNR will review potential locations with HNTB. Halmar will be advised once locations are selected.

10. Excavation/Shoring Plan

This will be required for the duct bank/manhole installation. Excavation support, amount of open trench at one time, etc, should be noted on the plan. It is also noted that any trench support, etc. must be signed off by a licensed PE.

11. Steel Railing Detail

Halmar submitted a sample detail for the steel railing. It differs from what MNR used on a recent previous project. MNR will review the details and select a preferred railing.

12. Available Property

The property across the street from the field office may have become available. MNR has acquired a contact number for the owner. They will review this to see if there is a need to investigate this further.

13. Pile Foundation Choice

Halmar requested that it be noted that MNR takes no exception to their proposed use of pile foundations. MNR has no exception of the use of piles as foundation supports providing that they adequately satisfy conditions as presented in the RFP.

14. Personnel ID's

Halmar has requested that the MNR ID's be requested for the four individuals that unfortunately did not get to submit their photo in time. MNR will review and advise but there should be no issue with this.

The next progress meeting is scheduled for Wednesday, July 26, 2017 at the project field office on Prospect Hill Road adjacent to the Local 60 offices.

Minutes prepared by: Michael D. Narea Date: 7/13/17
Office Engineer

Attachments

CC:

All Attendees

K. Garo	MNR
M. Calbitaza	MNR
J. Berlangero	MNR
M. Miceli	MNR
Z. Rubin	MNR
O. Belguet	MNR
S. Kadarpetta	MNR
T. Triano	MNR
J. Reilly	MNR
M. Salvatore	MNR
P. Robinson	MNR
S. Burke	HWDBT
M. Katkocin	HWDBT
S. Salazar	HWDBT
C. Charbonneau	HWDBT

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REPLACEMENT OF PROSPECT HILL ROAD BRIDGE

JULY 12, 2017

PROGRESS MEETING NO.2 AGENDA

ITEMS

1. SAFETY

A. SHECP

B. Safe Work Plan(s) for Proposed Utility Work

2. Schedule

A. Four Week Look Ahead/Protective Personnel Requests

B. Baseline CPM

3. Design

A. 60% Superstructure

B. 60% Civil

C. 60% Substructure

D. 100% Utility

4. Utility Work

A. Relocation Status

B. TA-001 & TA-002

C. RFI-008

D. Test Pits

5. Field Office

6. Submittals

A. Erosion Control Plan

B. MPT Plan

C. Demolition Plan

7. Payment Estimate

8. Extra Work Requests

A. Pathway Access for Temp Lot

B. Galvanized Reinforcing Steel

C. Pile Foundation Design Costs

9. Project Signs

10. Other items ?????

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 Contract No. 1000071252
 Replacement of Prospect Hill Road Bridge (Ha53.04) at Town of Southeast, NY
 July 12th, 2017

Name	Signature	Department/Company	Telephone No. / Email
Margarita Calbitza		MNR Capital	914-461-0477 calbitza@mnf.org
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BRENDAN McLAUGHLIN			914-588-5946
Dean Burke			914-906-3003 sburke@halmar-international.com
Mike Botolico		TRANS / MNR	845-540-1424 mbottalico@mnr.org
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KERRY STARO		MNR	646 529 5535 kstaro@mnr.org
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