



GEORGE, MILES & BUHR, LLC



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PROGRESS MEETING NO. 13 MINUTES

**Donovan Smith Mobile Home Park Sewer and Water Extension
City of Lewes Board of Public Works
Lewes, Delaware**

**March 6, 2024, 10:00 a.m.
GMB Project Nos. 170196/190117**

CONTRACT AMOUNT:	\$4,446,446.00
CONTRACT TIME:	630 Calendar Days
LIQUIDATED DAMAGES:	\$1,500 per calendar day
NOTICE TO PROCEED:	February 16, 2023
CONTRACT COMPLETION:	November 7, 2024
DAYS USED:	385
DAYS REMAINING:	245
PERCENT TIME USED	61%
PERCENT COMPLETE:	+/- 33%

- Schedule – Attached. Teal provides a monthly outlook at each progress meeting.

Work Completed Since Previous Meeting:

- 827 LF of 8" Sanitary Sewer
- MH32 and MH33
- 547.76 LF of 6" Sewer Lateral
- 44 Sewer Cleanouts
- 33 - 8"X8"x6" Wye Branches
- 251.8 CY of Type B stone
- Sanitary Sewer Pressure Testing

Productivity and Projections

Sewer Main

- Total Sewer Main Completed to Date: 3359
- Remain Sewer Main: 1151
- Last month's sewer main productivity: 82 LF/day
- Remaining days of Sewer Main work: 14 days
- Projected completion: March 27

Cleanouts and Laterals

JAMES H. WILLEY, JR., P.E.
CHARLES M. O'DONNELL, III, P.E.
A. REGGIE MARINER, JR., P.E.
JAMES C. HOAGESON, P.E.
STEPHEN L. MARSH, P.E.
DAVID A. VANDERBEEK, P.E.
ROLAND E. HOLLAND, P.E.
JASON M. LYTLE, P.E.
CHRIS B. DERBYSHIRE, P.E.
MORGAN H. HELFRICH, AIA
KATHERINE J. MCALLISTER, P.E.
W. MARK GARDOCKY, P.E.
ANDREW J. LYONS, JR., P.E.

PETER A. BOZICK, JR., P.E.
JUDY A. SCHWARTZ, P.E.
W. BRICE FOXWELL, P.E.

JOHN E. BURNSWORTH, P.E.
VINCENT A. LUCIANI, P.E.
AUTUMN J. BURNS
CHRISTOPHER J. PFEIFER, P.E.
BENJAMIN K. HEARN, P.E.

- Remaining Cleanouts and Laterals: 46
- Last month's productivity: 7 per day
- Remaining days of work: 7 days
- Projected completion: April 5

Work to be Completed in Next Month

- Sewer Main Installation (Fairview and Forest))
- Sewer Testing

Status of Water and Sewer Services and Connections

- Sewer Laterals - 20 installed - 13 connected
- Water Services - 20 installed - 13 connected

2. SRF Funding

- a. Wage rate interviews were performed after the August progress meeting. GMB anticipates performing another wage rate survey close to the end of the project. DNREC recommended that the survey be conducted on a day when there is a significant number of employees working.
- b. GMB continues to receive Certified Payrolls. All have been reviewed and have been satisfactory.

3. Payment –

- a. Payment Applications 1 through 10 have been received by GMB and paid by the Lewes BPW

4. DeIDOT Items:

- a. Watermain installation and trench restoration/paving has been completed within Donovan's Road. There were no DeIDOT related items since the previous progress meeting.

5. The Contractor shall contact MISS UTILITY and the Lewes BPW 48 hours in advance of any excavations.

6. Notification of Residents – GMB will coordinate with Teal Construction and notify residents a minimum of one (1) week in advance of any work being performed on their homes.
7. Communication with Residents, media, etc. – The Contractor is to direct all complaints, questions etc. to the GMB RPR.
 - a. Residents are encouraged to bring any issues up to the GMB RPR immediately.
 - b. To help construction progress smoothly and to minimize disturbances, residents are advised to be aware when work is beginning near their property and to be responsive if GMB's RPR tries to contact them.
 - c. The locations of some of the existing utilities are not well known and brief service disruptions may occur.
8. Requests for Information (RFI's) – All RFI's to be submitted in writing to GMB, Attn: Vince Luciani.
9. Safety – **No safety issues have been reported to date.** Safety is the sole responsibility of the Contractor; the Contractor shall abide by all local, federal and state safety regulations including OSHA. The Contractor shall be solely responsible for initiating, formulating, supervising, reviewing and overseeing all SAFETY precautions, practices, procedures, and programs that are, or should be provided in connection with the work. Contractor will take all necessary or proper precautions for the SAFETY of and will provide the necessary protection to prevent damage, injury or loss to the work, property and/or persons. The Contractor shall comply, within the prices bid and without extra cost to the Owner, with all safety regulations or determinations issued by an agency of the Federal Government, including OSHA and the State of Delaware.
10. Submittals –
 - a. Teal Construction is to provide AIS certification for all materials that are required to comply with AIS requirements.
 - b. Roadway materials submittals will be required before paving.
11. Survey/Stakeout - Contractor is responsible for survey and layout/stakeout. Cut sheets are to be provided at least 24 hours in advance of installation.
12. Jobsite Conditions, resident complaints, etc. – None since last meeting.
13. Inspector Hours Used (3,500 total) –
 - i. Amount since last meeting – 171 hours
 - ii. Amount to date – 1,036 hours
 - iii. Amount remaining – 2,464 hours

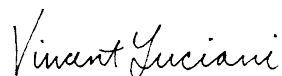
14. Weather Delays – 1 since last meeting; 11 days total due to weather.
15. Trench Backfill – The contractor is requested to maximize the reuse of excavated material as much as possible. An area has been provided for stockpiling material excavated from the trenching so that it can be utilized as backfill. GMB will assess the suitability of the excavated material for use as backfill. GMB reported that the in-situ soils encountered to date were very good and suitable for backfill.
16. Status of Contingency Items:
 - B-3 Excavation Below Subgrade – 39.1 CY to date – 0 since last meeting
 - B-4 Gravel Bedding – 43.1 CY to date – 0 CY since last meeting
 - B-5 Misc. Excavation & Backfill – 2 CY to date – 0 CY since last meeting
 - B-6 Special Backfill – 376.7 CY to date – 0 CY since last meeting
 - B-10 Utility Crew Rate – 20.5.5 HR to date – 3 HR since last meeting
17. The Contractor shall be responsible for maintaining one (1) set of red-line record documents which are to be reviewed for consistency at each progress meeting and submitted to the Engineer at the project completion. Record drawings are to be provided by a professionally registered engineer or licensed surveyor.
18. Change Orders – No additional work shall be performed without authorization from the Owner. Any requests for time extensions must include adequate documentation.
 - a. CO No. 1 – CO in the amount of \$33,471.90 (99 @ \$338.10 ea.) for revisions to the water connections scope of work. Revisions include relocation of connection pit to 5' beyond curb stop, substituting a brass tee and plug for boiler drain and furnish and install of Ford dual check valve.
 - b. CO No. 2 – CO in the amount of \$41,168 (31 @ \$1,328 ea.) for each of the water service connections at those lots without mobile homes on them.
19. Discussion Items
 - a. Existing shrubs located in Fairview circle (at lots F8, E16, E17 and E18) were removed to facilitate construction in the area at the request of the contractor. Permission was granted from Donovan Smith Mobile Home Community manager.

- b. There was a complaint from Ms. Sharon Ash (Unit# 16316 - Lot B16) regarding ponding of water on Grandview in front of her property from the rain event of March 2. Ms. Ash also complained of ponding water adjacent to her unit in the side of her yard. GMB met with Ms. Ash on Monday morning and indicated to her that the ponding of water in her side yard is due to the grading of her lot and the adjacent lot next to her and is not related to any of the construction activities. The ponding in the road is due to a pre-existing low area in Grandview at her location. GMB also conveyed to her that this low area will be regarded as part of the final grading plan. This will not eliminate the ponding but will reduce it. Also, stormtech drainage chambers are to be installed along the road at that location. These chambers will collect runoff from the road and will help the infiltration of this runoff. Ms. Ash requested some additional information regarding the stormtech units and GMB provided some product catalogs and other information to her.
- c. The resident at Unit #34106 (Lot F8) noted that she has been having problems with the cable/internet connection to her unit since the construction began directly adjacent to her home. The resident indicated that the problem is intermittent. The connection is lost only when construction is occurring. When there is no construction activity, the connection appears to be fine. GMB has investigated the problem to the extent that is possible hoping to find a loose connection or something similar but could not find anything. GMB recommended that the resident contact the cable provider and have them investigate. GMB requested that the resident report back to GMB any findings of the cable provider.

The NEXT PROGRESS MEETING is scheduled for April 3, 2024, at 10:00 a.m. in the City of Lewes Council Chambers.

Anyone taking exception to any of the above-listed items should notify this writer within ten (10) days of receipt.

Respectfully submitted,



Vincent Luciani, P.E.
Senior Project Manager

**SIGN-IN SHEET
PROGRESS MEETING NO. 13**

**DONOVAN SMITH MOBILE HOME PARK SEWER AND WATER EXTENSION
LEWES, DELAWARE**

March 6, 2024
TIME: 10:00 A.M.
GMB PROJECT NOS. 170196/190117

Name	Company	Email	Phone #
1. <i>Dunne Hoffman</i>	<i>GMB</i>	<i>dhoffman@gmbnet.com</i>	<i>302-519-3527</i>
2. <i>Vince Luciani</i>	<i>GMB</i>	<i>vluciani@gmbnet.com</i>	<i>(302)430-9544</i>
3. <i>Austin Calaman</i>	<i>BPW</i>	<i>acalaman@lewesbpwde.gov</i>	<i>302-645-6228</i>
4. <i>Robert Darr</i>	<i>BPW</i>	<i>RDARR@LEWESBPWDE.GOV</i>	<i>302-645-6228</i>
5. <i>Janelle Cornwell</i>	<i>COL</i>	<i>jcornwell@ci.lewesde.us</i>	<i>302-645-7777</i>
6. <i>Joyce Horney</i>		<i>two yorkies 22@gmail.com</i>	<i>410-829-4615</i>
7. <i>Rick+Donna Hepler</i>	<i>DSMHP</i>	<i>Obxhottubs@aol.com</i>	<i>302-381-8341</i>
8. <i>Jon Ward</i>	<i>Building Dept</i>	<i>JWARD@CI.LEWES.DE.US</i>	<i>302-645-7777</i>
9. <i>John Robitaille</i>	<i>C.O.C. Building DEPT</i>	<i>JROBITAILLE@CI.LEWES.DE.US</i>	<i>302-645-7777 x120</i>
10. <i>Sharon Sexton</i>	<i>BPW</i>	<i>ssexton@lewesbpwde.gov</i>	<i>302-645-6228</i>
11. <i>Kris Keiler</i>	<i>BPW</i>	<i>zoom</i>	
12. <i>Kim Bellere</i>	<i>BPW</i>	<i>zoom</i>	
13. <i>Sam Saunders</i>		<i>zoom</i>	
14. <i>Jim Coen</i>		<i>zoom</i>	
15. <i>Derek Curthers</i>	<i>COL</i>		
16. <i>Johnny Stant</i>	<i>Teal</i>	<i>jstant@tealconstruction.com</i>	<i>302-270-7090</i>
17.			