

**PRE-CONSTRUCTION CONFERENCE NOTES
MSW LANDFILL – PHASE 4**

for the

County of Lincoln

June 7, 2016

Attendees:

Permit No.	Scan Date	DIN
5503-MSWLF-1986	June 9, 2016	26217

Mark LeGrand, Project Manager
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RECEIVED
June 8, 2016
Solid Waste Section
Asheville Regional Office

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Zack Lester
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Larry Frost, Regional Engineer
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Kim Sue, Solid Waste Management Specialist
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Don Chamblee, County Engineer
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Mark Bivins, Solid Waste Director
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Wayne Sullivan, Project Manager
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Harold Riddle, Engineer's On-site Representative
Representing: Municipal Engineering Services Co., PA (MESCO)
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1. The executed contract effective June 7, 2016 was delivered to the Contractor along with the Notice to Proceed with the beginning date of June 13, 2016.
2. All applicable Permits have been obtained except any burning permits which must be obtained by the Contractor.
3. Safety is the responsibility of the Contractor. The Contractor should be familiar with Sections 6.13 through 6.16 of the General Conditions regarding safety, hazard communications and emergencies. The requirements are a mandatory part of the contract. If any County official or Municipal Engineering Services' Construction Observer sees any unsafe conditions, the Contractor will be notified and the situation is to be corrected.
4. **Submission of Project Schedule.** The project schedule will be forwarded to Municipal Engineering within 10 days of the Notice to Proceed. Municipal Engineering will review the schedule and forward copies to the county and the State Regional Engineer for the Solid Waste Section.
5. Progress meetings will be held the second Thursday of each month at 2:00 PM. The first meeting will be July 14, 2016 at 2:00 PM. Meetings will be held in the Solid Waste Director's Office.
6. **Submission of Schedule of Values.** The Schedule of Values on large lump sum bid items needs to be submitted with the Project Schedule. The Schedule of Values will be used for pay items of the lump sum items.
7. A list of subcontractors shall be submitted along with the construction schedule (within 10 days of the Notice to Proceed).

8. **Materials Stored.** Payment for stored materials will be made less 5% retainage on the monthly pay request. A receipt or bill of sale for the items stored and a sales tax certification shall accompany the pay request.
9. Please be aware that TIME IS OF THE ESSENCE. The Contract allows for 180 days of construction time and an additional 45 days to close the project (submit final pay request and other required closure documents). **Since time is of the essence, the Contract contains a clause allowing an assessment of a sum of \$1,000 per day as liquidated damages for each calendar day the project construction is delayed beyond the scheduled completion date. The Contract also contains a clause allowing an assessment of a sum of \$500 per day as liquidated damages for each calendar day beyond the scheduled project closure.**
10. Adjustment(s) to the time of completion will only be allowed by a justifiable change order approved by the Engineer and executed by the Owner. Article 12 of the General Conditions explains the method by which changes in Contract time are processed. A log of weather conditions, days worked and a National Weather Service listing of typical number of days of rain, based on a thirty year average, on a monthly basis is required by Municipal Engineering when considering changes due to unusual weather. Typically, weather delay extensions are only allowed for those days over and above the usual number of days for the subject month. Typically, a "rain day" would not be claimed if work were performed for more than 3 hours during a rainy day.
11. **Changed Conditions (Change Orders).** A change in the construction from the contract will not be permitted unless the change has been approved by Municipal Engineering as stipulated by Article 10 of the General Conditions except in case of an emergency as described by paragraph 6.16. **Changes in contract price shall be at the Contractor's expense without an executed Change Order prior to work being completed.** Requests for Change Orders must have a complete breakdown including a detailed calculation of cost with a written explanation and justification for the change. Change orders submitted without this important data will result in the return of the document to the Contractor for completion.
12. **Requests for Payment.** Preliminary Pay Applications must first be submitted to MESCO's on-site Construction Observer for approval of the quantities claimed for that period. Once this approval has been received, Requests for Payment along with a monthly certified sales tax report are to be submitted to Municipal Engineering's Garner office for final approval. Municipal Engineering will certify the request for payment as required by the General Conditions, Article 14, before directing the request to the Owner for payment. Prior to the submittal of the final pay request, the Contractor shall submit to Municipal Engineering Consent of Surety to the Contractor, Certificates of Inspections, Release and Waiver of Claims, Warranties and Guarantees, Operating Manuals and Affidavits certifying that all bills for labor and materials, including subcontractors, have been paid in full.

Note: Pay Requests will be on document included in the contract documents or AIA Document G702 with the continuation sheets containing the Schedule of Values and a Sales Tax Certification will accompany each pay request.

13. It is illegal for any person to have firearms at the project site, any type of alcoholic beverages, or drugs other than prescribed by a physician.
14. Everyone at the project site is expected to exhibit proper behavior. Indecent language, acts or dress will not be accepted.
15. Restroom facilities are to be provided by the Contractor.
16. All communications by the Contractor are to be through the Engineer.
17. Survey data on the sub grade and top of cohesive soil must be available to the Engineer prior to constructing the next component of the liner system.
18. Survey control points are the aerial panels that have been set for the annual volume survey. Each panel should have a rebar at its point. If not, there are several points that are concrete monuments that can be used. It was okay for the Contractor's surveyor to begin his work earlier than the beginning date on the Notice to Proceed.
19. The survey data must be presented as points and each phase of construction has to be taken at the same point. Points on the 3:1 slopes, particularly the cohesive soil, must have an elevation difference of 1.58 feet to represent 1.50 feet of cohesive soil. If requested, MESCO will provide a sample of a past project.
20. **Final Acceptance of Project.** The Contractor is to notify Municipal Engineering when the project is complete. Upon receipt of notification, Municipal Engineering will perform an on-site review of the construction to verify completion. A list of discrepancies (punch list) will be compiled during the review and will be given to the Contractor. A formal final review shall be coordinated and performed by Municipal Engineering in cooperation with the Contractor in the presence of the Owner upon correction of the discrepancies by the Contractor. Municipal Engineering will coordinate and notify all parties of the time and date of the formal final review.
21. **Record Drawings.** A complete set of working drawings are to be maintained at the construction site by the Contractor. Any changes or deviations from the drawings made in the construction by the Contractor shall be shown on the drawings by the use of red colored pencils or pens. The drawings will be submitted to the Engineer in order to prepare final "RECORD" Drawings.
22. Piezometers have been properly abandoned within the Phase 4 footprint and can be excavated along with other excavation. Piezometers and monitoring wells outside of the Phase 4 footprint must not be damaged or disturbed.

23. Water used from any hydrants has to be approved by the Owner which is the County.
24. The cohesive soil will have a maximum permeability of 1.00×10^{-5} cm/sec and is a minimum of 1.50 ft. thick with a maximum thickness not to exceed 1.80 ft.
25. The protective cover is 3.00 ft. of screened on site material.
26. The leachate lines will be videoed after construction to assure there are no blockages of the lines.
27. A digital file of the sub grade with control points has been forwarded to the Contractor.
28. Any changes that require a Permit Modification has to be submitted and approved by the Solid Waste Section Regional Engineer.
29. If removal of rock by blasting is necessary, a blasting plan must be submitted and approved by the Solid Waste Section.
30. The weekly NPDES and self monitoring reports for construction and erosion control will be maintained by MESCO's on site personnel.

ID	Task Name	Duration	Start	Finish	July			August			September			October			November			December	
					M	E	B	M	E	B	M	E	B	M	E	B	M	E	B	M	
1	Mobilization	3 days	Mon 6/13/16	Wed 6/15/16																	
2	Clearing & Grubbing	10 days	Mon 6/13/16	Fri 6/24/16																	
3	Intial Erosion Control	5 days	Mon 6/13/16	Fri 6/17/16																	
4	Cell Excavation	50 days	Mon 6/20/16	Fri 8/26/16																	
5	Cohesive Soil Liner	15 days	Mon 8/29/16	Fri 9/16/16																	
6	Geosynthetic Clay Liner	6 days	Mon 9/19/16	Mon 9/26/16																	
7	60 mil Double Sided Liner	6 days	Tue 9/27/16	Tue 10/4/16																	
8	330 mil Drainage Net	6 days	Wed 10/5/16	Wed 10/12/16																	
9	Protective Cover	17 days	Thu 10/13/16	Fri 11/4/16																	
10	Leachate Pipe	10 days	Mon 11/7/16	Fri 11/18/16																	
11	Videro Leachate Pipe	3 days	Mon 11/21/16	Wed 11/23/16																	
12	Access Road	5 days	Thu 11/24/16	Wed 11/30/16																	
13	Dress Up/Demob.	5 days	Thu 12/1/16	Wed 12/7/16																	

Project: Proposed Schedule Date: Wed 6/8/16	Task		Milestone		External Tasks	
	Split		Summary		External Milestone	
	Progress		Project Summary		Deadline	