



Agenda for Pre-Construction Conference

Project: Pierce Drive South
Force Main Replacement

Date: March 19, 2024

Owner: Macon Water Authority
P. O. Box 108
Macon, GA 31202
(478) 464-5635

Name of Contractor: Pyles Plumbing & Utility Contractors, Inc.
835 Hillcrest Industrial Boulevard
Macon, GA 31204

Location of Conference: Macon Water Authority
537 Hemlock Street
Macon, GA 31202

1. Identification of Official Representatives of Owner and Contractor:

- A) Introduction
- B) Sign-In Sheet

2. Responsibilities of Owner:

- A) Review of construction for compliance with construction documents.
- B) Make progress payments.
- C) Be available for conference with contractors and Engineers.
- D) Arrange for final inspection with the design engineer.
- E) Provide video of sanitary sewer for lateral locations

3. Responsibilities of contractor: (review contractor terms)

- A) Perform requirements of the contract in a workmanlike fashion and timely fashion.
- B) Submit a schedule of values to the Macon Water Authority.
- C) Submit video of work site to MWA before and after construction – No Exceptions.
- D) Submittals on materials.
- E) As-Built Drawing to include a plan and profile of the force main with data points every 25 l.f.
- F) Submit construction schedule to Macon Water Authority - Include subcontractors schedule if applicable.
- G) Submit a right of way encroachment application and traffic control plan (if applicable) to Macon-Bibb County Engineering for approval prior to commencement of work.
- H) Distribute door knob hangers and letters to affected homes notifying of anticipated project beginning and ending dates. Letter shall include a point of contact for the contractor. Letter to be submitted to MWA for review/approval prior to distribution to the public.

4. Submittals for all material to be submitted to Engineer of Records for approval:

Submittals Sequence:

- A) Engineer/Architect of Records
Name: Joe Wood, Carter Engineering Group
Address: jwood@carterenggrp.com
- B) Project Manager, Macon Water Authority
Mr. Gene Inman: ginman@maconwater.org
- C) Inspectors, Macon Water Authority
Mr. Rick Leslie: rleslie@maconwater.org

The Authority would prefer digital submittals in lieu of paper copies.

Digital file (one copy) sent to rleslie@maconwater.org or four copies (paper) of Submittals needed: two to be returned to Contractor One for Engineering and one for the on site inspector. **Nothing shall be installed without first being submitted and approved for use.**

Send Submittals to: The Macon Water Authority
Attn: Mr. Rick Leslie
790 Second Street, P. O. Box 108
Macon, GA 31202-0108

5. Safety and First Aid:

- A) Abide by all safety rules, regulations and traffic control
- B) Submit a documented safety program to MWA
- C) Follow OSHA Guidelines

D) Any unsafe condition shall be corrected immediately or the project will be shut down until corrections are made

6. General Discussions of contract:

The Work to be performed under this Contract shall consist of furnishing all labor, tools, equipment and incidentals and performing all Work required to construct by horizontal directional drilling complete in place and ready to operate approximately 850 L.F. 6" DIPS HDPE DR 9 sanitary sewer force main. The Macon Water Authority shall furnish the 6" HDPE pipe material. The pipe will be available for pickup at the MWA warehouse, 5th Street, Macon, GA 31201.

7. Initiating construction: (Notice to Proceed)

Notice to proceed – Issued March 19, 2024.

8. Completion Time for Contract:

Sixty (60) Consecutive Calendar Days.

Contract Time Commences – April 1, 2024

Contract Time Ends – May 31, 2024

Liquidated Damages:

\$200.00 per calendar day after contract time

9. Request for extension of Contract time:

Will be considered upon written documented justification

10. Procedure for making payments:

Submit (2) copies, using our standard form, to the Authority by the **5th of the month.**

Attached invoices for stored materials stored on site or any other documentation such as rock profiles if applicable

Please make sure that you are following your schedule of values

The Authority will approve and pay by the 20th of the month if estimate is correct.

Sequence route for pay estimate:

- A) Mr. Rick Leslie, Inspector Macon Water Authority
- B) Mr. Joe Wood, Carter Engineering Group
- C) Mr. Gene Inman, Project Manager Macon Water Authority

11. Retainage:

5% will be held until for the duration of the project.

12. On site storage of materials:

Store material within the work area or areas listed on the plans.

13. Change Orders:

Change orders must be approved by the board prior to any work being performed. Any work that is started prior to an approval will not be paid for if the charges are denied.

14. Project Inspection:

Purpose is to review work for compliance with contract documents.

Construction reviewers:

- 1) Joe Wood, Carter Engineering Group (770) 656-6775
- 2) Mr. Rick Leslie, Inspector (478) 256-9353
- 3) Mr. Gene Inman, Project Manager (478) 258-8677
- 4) Mr. Joel Herndon, Chief Inspector (478) 256-9374

15. Sanitary Regulations:

Use either on site Portable Restrooms or go to another facility Off Site.

16. Final acceptance of Work:

A) Testing completed, Letter signed by the design engineer/architect, as built plans received by the Macon Water Authority and signed by Engineer of Records, post video and clean up of project site.

B) Copy of all manuals (need digital copies) delivered to MWA

17. Guarantee on completed work: (Materials, installed equip, workmanship, etc.)

One year warranty presented to owner beginning the day the project has been accepted and signed off by the design engineer. If a part/repair fails then the warranty will restart once the part/ or repair has been done. Vegetative cover will be evaluated 2 months prior to completion of warranty period.

18. Rights-of ways, easements and work areas:

Contractor's responsibilities during work covered by contract:

Work restricted to area provided by the limits of the project. Any other areas shall be the responsibility of the contractor and the owner of the property.

19. Handling disputes: see contract documents.

Mr. Michel Wanna, Executive Vice President Field and Plant Operations, will interpret contract documents.

20. Emergency Contact:

Mr. Joel Herndon MWA 24 Hrs: 478-256-9374 – Call only in case of an emergency.

Pyles Plumbing & Utility Contractors, Inc. 24 Hrs Contact:
Byron Pyles, 478-719-8623
Brad Proctor, 478-719-3527

*** All changes in design, contractor plans for work, change orders, or any other changes in work must be approved by direction of the Engineer of Records.***

21. Coordination of Work / Special Conditions:

The contractor is responsible for verifying all utility crossing locations and elevations, whether or not they are shown on plans.

Site specific special conditions are noted on the plans.

22. Additional Items / Discussion:

MACON WATER AUTHORITY

LIST OF CONTACTS

Mr. Michel Wana, Executive Vice President Field and Plant Operations
Tel: (478) 464-5636

Mr. Gene Inman, Project Manager
Tel: (478) 738-6518

Mr. Joel Herndon, Chief Inspector
Tel: (478) 256-9374

Mr. Rick Leslie, Technical Inspector II
Tel: (478) 256-9353

Mr. John McGowan, Technical Inspector I
Tel: (478) 256-9393

Mr. Algernon Wallace, Director of Engineering
Tel: (478) 464-5662

Paul Campbell, Mgr. Waste
478-464-5664



March 19, 2024

Mr. Byron Pyles
Pyles Plumbing & Utility Contractors, Inc.
835 Hillcrest Industrial Boulevard
Macon, GA 31204

RE: Pierce Drive South
Force Main Replacement
Notice To Proceed
CEG File: M0175.068

Dear Mr. Pyles:

Please allow this letter to serve as your Conditional Notice to Proceed with construction of the project listed above. Please be advised that the Contract Time will commence on **April 1, 2024**. By that date you are to commence with required preconstruction tasks and begin work described in the Contract Documents. The date of Final Completion will be **60 consecutive calendar days** from the start date, or **May 31, 2024**.

Before you start any work on the site you must:

1. Submit a Right of Way Excavation/Occupation Application and receive permit approval from the Macon-Bibb County Engineering Department.
2. Notify affected home owners of the anticipated construction schedule and provide contact information in accordance with the Contract Documents.
3. Notify the Macon Water Authority and our office 48 hours in advance of mobilization.

Sincerely,

A handwritten signature in blue ink, appearing to read "Joe P. Wood", with a long, sweeping horizontal line extending to the right.

Joe P. Wood

cc: Mr. Gene Inman

Attached is a copy of our permit application to work in the right of way of Macon Bibb County. Please fill this out and return at your earliest convenience. In addition, please submit the following:

1. A sketch showing the location of the right of way work or lane/street closure which should include traffic control (flagmen, signs, barriers, cones, etc.) and, for a street closure, a detour plan.
2. A Certificate of Liability Insurance with the certificate holder shown as Macon Bibb County Government, 700 Poplar Street, Macon, GA 31201. Please have your agent send this to me by email to ensure that I receive it.
3. If the work involved will be occupying a parking meter area, I will need documentation from Park Macon-Bibb that you have contacted them and made arrangements for blocking the meters. They can be reached at parkmaconbibb@lanierparking.com, 523 Cherry Street, Macon, 478-738-3981.

If you have any additional questions, please do not hesitate to ask.

Charletta Price

Macon Bibb County Engineering Dept.

780 Third Street

Macon, GA 31201

(478) 621-6325

(478) 621-6666 Fax

cyprice@maconbibb.us



**RIGHT OF WAY EXCAVATION/OCCUPATION
APPLICATION & PERMIT**

TO: MACON-BIBB COUNTY ENGINEER'S
780 THIRD STREET
MACON, GEORGIA 31201-3282

PERMIT # _____
DATE: _____

TELEPHONE: (478) 621-6660 FAX: (478) 621-6666

NAME OF COMPANY: _____ INSURED ____ (Y) ____ (N)

APPLICANT: _____ POSITION: _____

MAILING ADDRESS: _____ E-MAIL: _____

CITY/STATE: _____ ZIP CODE: _____

TELEPHONE: _____ FAX: _____ CELL: _____

REPAIRING CONTRACTOR: _____ CONTACT: _____

CELL: _____ MOBILE: _____

PERMISSION IS HEREBY REQUESTED TO WORK IN RIGHT-OF-WAY TO CONSTRUCT, OPERATE AND MAINTAIN THE FOLLOWING DESCRIBED FACILITY INSTALLATION WITHIN THE PUBLIC RIGHT-OF-WAY IN BIBB COUNTY IN ACCORDANCE WITH THE ATTACHED PLAN AND SUBJECT TO THE RULES AND REGULATIONS AND ANY SPECIAL REQUIREMENTS SET FORTH. HEREIN, ALL GENERAL AND SPECIAL CONDITIONS SHOWN ON THE REVERSE SIDE SHALL BE OBSERVED DURING THE INSTALLATION, OPERATION AND MAINTENANCE OF SAID FACILITIES. IN THE EVENT MACON-BIBB COUNTY WIDENS OR RELOCATES THE ROAD, ANY RELOCATION OF ANY UTILITY INSTALLED WILL BE AT THE OWNERS EXPENSE.

DESCRIPTION OF EXCAVATION/OCCUPATION

LOCATION: _____ ADDRESS: _____ & _____ TYPE OF WORK: _____
WATER: _____ SEWER: _____ GAS: _____ CLOSE: _____ STREET: _____ LANE: _____ POLICE: _____
FLAGMAN: _____ BARRICADES: _____ CONES: _____ BARRELS: _____ PLATES: _____ SIGN: _____ SIZE
CUT IN PAVEMENT: _____ X _____ SIDEWALK*: _____ X _____ DRIVEWAY: _____ X _____
CONCRETE _____ ASPHALT _____ BRICK _____ BORES UNDER ROAD: _____ LENGTH OF BORES: _____
DUMPSTER: _____ CRANE: _____ POD: _____ PARKING PLACES: _____ FACADE: _____ MANLIFT: _____
FIBER OPTIC: _____ LENGTH: _____ SIZE AND TYPE OF PIPE: _____
POLE REPLACEMENT: _____ NUMBER OF POLES: _____
STARTING DATE: _____ DAYS: _____ COMPLETION DATE: _____
FRANCHISE: _____ SKETCH PROVIDED: _____ APPROVED BY TRAFFIC ENGINEER: _____
INSPECTED BY: _____ TIME: _____ HRS: _____ AMOUNT: _____ INVOICE: _____
APPROVED BY: _____ DATE: _____ INVOICE DATE: _____

**Replace Full Sidewalk Panels*

FOR OFFICE USE ONLY

PERMISSION IS GRANTED TO MAKE THE ABOVE DESCRIBED WORK IN RIGHT OF WAY IN ACCORDANCE WITH THE PLANS AND CONDITIONS INCLUDING THE TERMS SET FORTH ON THE REVERSE HEREOF. THIS PERMIT IS TO BE STRICTLY CONSTRUED AND NO WORK OTHER THAN SPECIFICALLY DESCRIBED ABOVE IS HEREBY AUTHORIZED, SUBSEQUENT NORMAL MAINTENANCE NOT EXCEPTED.

PERMIT APPROVED BY MACON-BIBB COUNTY ENGINEERING OFFICE: