

April 10, 2019
Project Design Meeting
West Branch Dead Creek Culvert
STP MM 18(6)
Bridport Public Works Department

Attendees: Dusty Huestis, David Bronson, Joan Huestis, Jonathan Ashley, Brent Rakowski

Joan called the meeting to order at 08:00.

1. No public comments were received.
2. Reviewed and approved minutes of June 29, 2018 and October 6, 2018 meetings.
3. Discussed potential items that might be considered for removal from Contract (by Town) or changing to in-kind:
 - Clearing and grubbing
 - Traffic control
 - Power broom
 - Top course of asphalt
 - Resident engineering

Reviewed Ande Deforge's input on these items from his April 4, 2019 email. Ande advised that force account requests (for in-kind contributions) have been turned down by VTrans on some other projects.

4. Reviewed potential design adjustments that may result in cost reductions. Brent reviewed quantities in more detail, and also the angle of repose needed to access and install the culvert and provide room for bypass pumping if needed. He found an error in the pavement quantity calculation. 60% design plans showed pavement removal/replacement extents were from 0+50 to 2+35. 1:1 angle of repose could reduce the amount of pavement removal substantially and reduce the aggregates needed as well. Brent presented revised estimates that show these changes net a decrease of approximately \$56,000.
5. OCE will be reflecting these changes on the revised plans that are being updated in response to VTrans' previous comments on the Conceptual Plans.
6. The Town has already completed the tree removal (but not stumps).

7. Need to get Green Mountain Power's plans for where the new lines/poles are going to go. Brent will follow up about this after the environmental review.
8. Environmental review of the project is on the critical path for completing the project.
9. Discussed access to the site and turning options for Contractors.
10. Discussed length of guardrail and width between guardrails.
11. Discussed the Town providing traffic control and other items listed above. For now, they can be left in the plans, but a decision needs to be made when the Bid Documents are being prepared as to whether they should be in the Contractor's scope.
12. Discussed soliciting for resident engineers during construction. The timing for soliciting will be around the same time as the project is going to bid. The MPM will draft the RFP for construction phase engineering.
13. The estimated duration of the construction work is one month. Bid phase is one month.
14. If bids came in over the grant amount, the Town would need a Special Meeting (warned a month in advance) to cover the additional costs.
15. Dusty made a motion to move forward with the project with all items included in the Base Bid, with the updated plans reflecting the reduced pavement impacts and steeper angle of repose. David seconded. All in favor 3-0.

Joan adjourned the meeting at 09:25.