

WEEKLY CONSTRUCTION MEETING MINUTES

PROJECT: Brooks Street Greenspace
Morrison Maierle, Project No. 6017.002

DATE: Tuesday, September 26, 2023

TIME: 11:00 am, on-site

ATTENDEES: Tre LaBossiere, Jeff Feck (M-M); Mat Tapani (NU); Mike Wicht (Westin);
Ken Muller, Mike Morris, Cameron Duff (County);
Jacob Martineau (City of Sheridan)

1. WORK COMPLETED LAST WEEK

- Block Wall No. 6, 7, and 8 placement
- MEI framed anchor bolts for lighted bollards

2. PROJECT SCHEDULE (according to NU's schedule dated 08/31/2023)

- This Week
 - Continue wall placement of No. 9, 10, and 11
- Next week
 - Begin Water service replacement for the Juvenile Justice building
 - Tear out concrete for the entrance to the Juvenile Justice Building
 - Westin and Highland place their piping under currently constructed block walls

3. SITE / PROJECT DISCUSSION

- Tre asked Mat to provide a schedule update in which Mat informed the group of what they plan to be doing this week and next week.
 - Mike Wicht asked Tre for an update on the RFIs from Ryan Thompson (M-M Mechanical) and the ability to get materials in storage payment as their materials are starting to arrive.
 - Tre did not have any information about the RFIs and would reach out to Ryan to get Mike the information as soon as possible.
 - Jeff informed Mike that we can provide materials in storage but M-M would need a letter from Westin stating where the materials are, proof of insurance on the materials where they are stored (due to loss or theft), and invoices showing the cost of the materials. All those documents will need to be sent through NU since they are the prime.
- Tre briefly updated everyone on AET's wall subgrade examinations which have shown no issues.
- Tre Informed Mat that M-M is still waiting on the comments back from ERS regarding the submittal.
 - Mat told Tre that the designer has been super hard to get ahold of recently.

- Once specific project-related conversations were completed Mike Wicht with Westin and Mike Morris with the County left the meeting and Jacob Martineau updated us on the water service improvements M-M is proposing.
- Jacob told us that the City decided the waterline running under Brooks St. will need to stay operational until the South Downtown improvements happen. Taking away the water line under Brooks St. would cause fire hydrants in South Downtown to barely have acceptable fire flow. Due to the city making this decision after the fact, though, the city volunteered to pay for the fittings to realign and correct M-M's design. The city also volunteered to pay for the additional work associated with the re-alignment. Jacob added that the abandonment of the water line will be included in the South Downtown project and won't happen until then.
 - The City will need M-M to submit an updated plan sheet showing an acceptable alignment to keep the Brooks St. waterline in service. Jacob thought that a Tee and some valves would work. On top of the plan sheet, the city would need an updated report highlighting the water line shutdowns (since the fire flows in South Downtown are heavily affected) and capturing the changes to the alignments.
- Jeff asked Jacob about how the City was going to make sure that this didn't get "forgotten" about.
 - Jacob recommended a MOU (memorandum of understanding) between the city and the county so if there is turnover at the city or county that document highlights what was originally agreed upon.
- Cameron asked Jacob how the abandonment of the Brooks water line would be accounted for.
 - Jacob told Cameron that it would be inserted into the City's future South Downtown project and fully paid for by that project, including all disturbed landscaping. Landscaping on the project is extensive.
- Jacob concluded the discussion with the need for an easement through the project since the City's waterline will remain for the time being. Cameron said that would have to be discussed with the County Commissioners and maybe an agreement can be made between the city council and the county. Cameron was concerned that the City would expect the County to repair or replace the very expensive Brooks Street Greenspace project improvements if affected by a waterline-related catastrophe.
 - Jeff asked if the easement would be prepared and recorded by the City. Jacob confirmed that to be the case.

4. SUBMITTALS

- Block Retaining Wall – Waiting on comments back from ERS (wall designer)

5. ISSUES / ACTION ITEMS

- Coordination with ERS to answer questions that were left on submittal transmittal