

Town of Flagler, Colorado

**RECORD OF PROCEEDINGS
REGULAR SESSION**

JANUARY 11, 2016

The Board of Trustees for the Town of Flagler, Colorado met Monday January 11, 2016 for the REGULAR MEETING at 6:00 p.m. The meeting was held in the Municipal Building at 311 Main, Flagler Colorado. Trustees Tandi Moore, Charles Crisp Sr., Chuck Kinkel, Daymond Deatrich, Ivan Stahlecker, and Harvey Martin were present. Employees present were Justin Crisp, and Melissa Thompson. At 5:58 pm Mayor Thomas Bredehoft called the meeting to order followed by the Pledge of Allegiance.

APPROVE MINUTES

Trustee Tandi Moore made the motion to approve the minutes from the December 14, 2015 regular meeting & Budget Hearing. Trustee Ivan Stahlecker seconded the motion. Motion passed and carried.

PUBLIC AUDIENCE

Mike Crowe

PUBLIC DISCUSSION

Mike Crowe discussed the alley behind his mother Hilda Crowe's house. He has requested the town put gravel or asphalt back in after the alley after it had been dug up due to sewer line work that had been completed at Michael Mack's. Crowe explained that when it rains or snows it causes large ruts and it causes Hilda's car to bottom out. After discussion Town Manager Crisp will take some asphalt up and fix the problem. Mike Crowe exited the meeting at 7:04 p.m.

OLD BUSINESS

1. Gary Levi & Leo Garcia were here to discuss the Land Incentive. Mayor Bredehoft asked if they had filled out the application. They confirmed they had not. Mayor Bredehoft informed them that the first step would be to fill out the application, and bring it back to a later meeting. Trustee Daymond Deatrich had mentioned that something was wrong with the website and the application would not print. Office Assistant Melissa Thompson went to the Clerk's computer and printed off the application for Levi and Garcia. They will fill out the proper documents and schedule to propose their application at a later date.
2. GMS was here to discuss the Water Project. He informed the board that he had been doing some checking on the list items that had caused the project to come in over budget. The Tank work was what was causing most of the project to come in over budget. He and Greg Etel had contacted the contractors and were going to make some adjustments to the project to lower the cost. He also informed the board that they had been awarded \$569,900.00 worth of loan forgives which would put the total at \$83,000.00. He informed the board that they would also need to increase the water rates again to get closer to the state averages. After discussion, Trustee Harvey Martin made the motion to award the Water System Improvements Project based on the negotiated Base Bid Prices and Additive Alternative Nos. 1 and 2 in the amount of \$1,240,836.82 to Habitat Construction, LLC contingent upon the execution of the Energy and Mineral Impact Assistance grant between Flagler and the State of Colorado. The award amount reflects the elimination of Base Bid Item Nos. 23 through 28 back into the Contract at the current negotiated prices during the contractual period. Trustee Daymond Deatrich seconded the motion. Motion passed and carried.
3. Trash truck was discussed. Town Manager Justin Crisp informed the board that \$60,000.00 had been spent in expenses and repairs on the truck in the last two years. He had been searching for trucks and had found one in North Carolina for \$53,000.00 and is two years older. Crisp felt that the town might end up with the same problems buying used. He presented the board with a proposal from KOIS brother's equipment for a new truck. KOIS will be coming on Thursday Jan. 14th to look at the town's truck and provide a trade in value. After discussion it was decided to wait to make any further decision until after a trade in value was given.

NEW BUSINESS

NONE

REPORTS

MANAGER REPORT

1. Town Manager Justin Crisp requested that Clerk King check with KC Electric about pulling the meters at the T-Guard, Bredehoft, Fagerlund, and Otteman wells, to save the town the minimum monthly charge, as long as a reconnect fee would not be assessed.
2. Crisp reported the town would need to purchase a Water Fill Station costing \$41,000.00 out of the grant money to move forward with the water project. The Water Fill Station will be located at the Fagerlund Well Location. Trustee Chuck Kinkel made a motion to purchase the Water Fill

- Station for the water project, Trustee Daymond Deatrich seconded. Motion passed and carried.
3. Crisp reported that there will be a Well Head Protection Meeting on January 19th, 5:00 p.m. at Town Hall. He would like all Trustees to attend. He requested Clerk King send out an email reminding everyone.

TOWN CLERK

Office Assistant Melissa Thompson reported that Clerk King would be running an ad in the Flagler News for the Summer Recreation Director, Pool Manager, Lifeguards, Summer Park Maintenance, Summer Reading Director, Concessions and Coaches. Melissa Thompson informed the board that the Online Payments on the town's website is not up and running yet because Gov Teller had the payment processing fee of \$2.49 set up to be accessed by the customer. She and Clerk King felt that if the fee was accessed by the customer that the service would not be utilized. Gov Teller will send out the new paperwork that Clerk King will fill out to change the processing fee to be accessed by the town rather than the customer. Melissa Thompson also informed the board that the retirement party for Dave Edwards will be Sunday Jan. 17th from 1:00-3:00 at the senior center. Lindsay Santala will be making the cake and Clerk King would be purchasing the nuts, plates, napkins, and decorations in Denver.

TRASH DEPARTMENT

Town Manager Justin Crisp reported he had been having Trash Manager Jeffrey Jackson keep logs of mileage, and fuel usage. He will be making a check off list for Jackson to use on the route to help keep the route on track and reduce the amount of skipped pick-ups. Crisp reported that a construction dumpster is now in place at the Gering place. Trustee Chuck Kinkel made a motion to access a base dumpster fee of \$200.00 in addition to a \$5.00 per mile round trip charge for an Industrial dumpster. Starting at the city limits.

STREET DEPARTMENT

Crisp reported pothole repair and patching was continuing and he is still taking bids for the paving projects that will take place on Main and Ruffner.

WATER

Crisp reported he is still monitoring the nitrate levels closely. At the current time the readings are at an 8 and still under the state limitation of 10.

WASTEWATER DEPARTMENT REPORT

None

PARKS AND RECREATION REPORT

Trustee Tandi Moore noted that she had been contacted about a few of the summer positions. She suggested the town change the pay for the Summer Recreation Director to \$800.00 per month from Mid-April to Mid-August.

FINANCIAL REPORT

1. After reviewing the financial report, Trustee Chuck Kinkel made the motion to accept the financial report as presented. Trustee Daymond Deatrich seconded the motion. Motion passed with yea votes from Trustees Moore, Deatrich, Kinkel, Crisp, and Stahlecker, Trustee Martin voted nay.

APPROVAL OF BILLS Trustee Ivan Stahlecker moved to approve the bills and debit card purchases as listed. Trustee Chuck Kinkel seconded the motion. Motion passed and carried.

At 7:52 PM Mayor Bredehoff declared the meeting adjourned.

Meeting adjourned at 7:52 PM



Roman E Bredehoff MAYOR
Walter King CLERK
February 08, 2016 DATE APPROVED

GMS, INC.
CONSULTING ENGINEERS
611 NORTH WEBER, SUITE 300
COLORADO SPRINGS, COLORADO 80903-1074

TELEPHONE (719) 475-2935
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EDWARD D. MEYER, P.E.
ROGER J. SAMS, P.E.
GREGORY R. WORDEN, P.E.
THOMAS A. McCLERNAN, P.E.

KEN L. WHITE, P.L.S.
DAVID R. FRISCH, P.L.S.
MARK A. MORTON, P.E.
JASON D. MEYER, P.E.

RECORD OF PRECONSTRUCTION CONFERENCE

VIA ELECTRONIC TRANSMISSION

PROJECT: Water System Improvements

NO.: 12063.300

DATE: January 28, 2016

NAME AND ADDRESS OF OWNER

Town of Flagler
311 Main Street
Flagler, CO 80815

NAME AND ADDRESS OF CONTRACTOR

Habitat Construction, LLC
200 S. 17th Street
Rocky Ford, CO 81067

LOCATION OF CONFERENCE: Flagler Town Hall

TIME: 1:00 p.m.

PERSON TAKING NOTES: Rodney Lang, GMS Resident Project Representative
Ken L. White, P.L.S., GMS, Inc.

<u>NAMES</u> <u>IN ATTENDANCE</u>	<u>REPRESENTING</u>	<u>PHONE</u>	<u>CELL</u>	<u>EMAIL</u>
Thomas E. Bredehoft	Town of Flagler	719-763-4468	719-349-0345	tommyb@milesaver.com
Justin L. Crisp	Town of Flagler	719-349-1866	719-349-1866	just.crisp@gmail.com
Doris King	Town of Flagler	719-765-4571	719-350-0858	townflag@esrta.com
Ivan Stahlecker	Town of Flagler	719-765-4421	719-349-0764	istahl@esrta.com
Charles R. Crisp	Kit Carson County	719-765-4665	719-349-4665	kcc@foremendistrict3.org
Daymond Deatrich	Town of Flagler		720-202-9325	
Chuck Kinkel	Town of Flagler	719-765-4458		chuckkinkel@highplainsbank.com
Brock Falk	Habitat Construction	719-254-3900	719-360-0455	bfalk@habitat-const.com
Randall Kurtz	Habitat Construction	719-254-3900	719-469-1429	rdkurtz@habitat-const.com
Ron Kurtz	Habitat Construction	719-254-3900	719-469-5719	rmkurtz@habitat-const.com
Cody Kurtz	Habitat Construction	719-254-3900	719-468-1465	ctkurtz@habitat-const.com
Ken White	GMS, Inc.	719-475-2935	719-684-4202	klwhite@gmsengr.com
Rodney Lang	GMS, Inc.	719-475-2935	719-640-9693	ralang@gmsengr.com
Warren Newel	Flowpoint	303-942-5400	303-947-5400	peak2peaksales@aol.com
Mike Kelly	Black Hills Energy	719-740-1550	719-740-1550	mike.kelly@blackhillscorp.com
Damian Duran	ESRTA	719-743-2441	719-740-0799	damiand@esrta.com
George Ehlers	ESRTA	719-740-8522		georgee@esrta.com

SUBJECTS DISCUSSED

- A. **Responsibilities of the Owner:** The Owner has the responsibility for the successful operation of the facilities. Responsibilities include the following: Maintain a system to monitor Contractor performance, coordinating Town provided utilities and rights-of-way, maintaining easements and permits, water and sewer system locations, water system operation and maintenance, completing partial payment estimates, making payments to all parties, obtaining tax exemption number, approving Contract Change Orders, SRF program loan and condition requirements and accepting the facilities. The Town's tax-exempt identification number for use on this project is 98-04875.

Access to Site - The Water System Improvements work falls within Town rights-of way, Kit Carson County rights-of-way, Town owned property, private property easements, CDOT rights-of-way and Kyle Railroad rights-of-way. Access is generally open throughout the project; however, the Contractor shall notify all private property owners prior to beginning construction through their property. This includes the two (2) property owners as follows:

1. Donna M. Ward – Sta. 7+00 through 10+60, Sheet 8. (signatures pending)
2. Mary E. Hart and Roberta L. Schincke – Sta. 4+40 through 6+73, Sheet 11.

Easement widths are indicated on the Drawings for both permanent and temporary construction easements in these locations.

The Kyle Railroad crossing license agreement at one location shown on Sheet 4

1. Install bored and jacked steel casing pipe per the Drawings.
2. Do not impact existing railroad tracks.
3. Minimize disruption to the property.
4. Notify Engineer and Railroad representative a minimum of 72 hours prior to initiating work in the right-of-way.
5. The Contractor is to comply with all conditions of the permit including insurance provisions.
6. Completed insurance certificates are required in advance of construction activities.
7. The Owner has secured the permit.

The CDOT permit for parallel and crossing installations is shown on Sheets 5 and 6

1. The preliminary permit approval secured by the Owner. The Contractor is to secure the final permit.
2. The traffic control plan is required by the Contractor. The plan is to be submitted to, reviewed and approved by the Colorado Department of Transportation in advance of construction activities within CDOT's rights-of-way.
3. The permits cover work located in Interstate 70 and US Highway 24 rights-of-way.
4. The Contractor is to provide the required notification (2 working days minimum) in advance of construction activity on CDOT right-of-way.
5. The Contractor is to comply with all conditions set forth within the permit including, but not limited to compaction, surface restoration, traffic control requirements, etc.
6. The final permit is to be secured by the Contractor.
7. Any excavations that are allowed by CDOT to be left open overnight will require the use of Type IV barricades as directed by the CDOT representatives.
8. The Contractor is to provide the necessary insurance certificate listing CDOT as an additional insured. The coverage amounts must meet CDOT's minimum requirements as contained in the Supplemental General Conditions.

9. A complete set of 11"x17" signed and sealed design Drawings were provided to Brock Falk by Ken White for his use when obtaining the permit. Brock will begin his submission to CDOT next week.

Kit Carson County permit for installation along County Road 5 on Sheet 7

1. The Owner has secured the permit.
2. The traffic control plan is required to be submitted by the Contractor. The plan is to be reviewed and approved by the County in advance of construction activities.
3. The Contractor is to comply with all conditions set forth within the permit including, but not limited to compaction, surface restoration, traffic control requirements, etc.

Reference Points - Horizontal and in some instances vertical layout for the water system improvements are shown on the Drawings. Coordinate data is contained on Sheet 3. The Contractor is responsible for the layout of the water system as designed. Horizontal adjustments may be required throughout the project after potholing verification of utilities has been completed. Any adjustments shall be approved by the Owner/Engineer prior to beginning installation of the water lines.

Communicate through Engineer - All communications are to be routed through GMS, Inc.'s on-site Resident Project Representative, Rodney Lang. This is to ensure all parties are in the communication loop. The primary contact for the Town will be Justin Crisp. If Justin is not available, Doris King will be the secondary contact. Communication includes requests, questions or input provided from a Town representative and/or Board Member(s). Contact information for these individuals is included in the beginning of this conference report.

Payments - The Owner meets on the second Monday of each month to conduct normal business including disbursements on accounts payable. In accordance with the Supplemental General Conditions of the Contract, the Contractor shall submit a Contractor-prepared pay application request a minimum of 10 days prior to the second Monday of each month. This shall occur after his pay application has been reviewed with the on-site Resident Project Representative to verify quantities and the percent of completion for lump sum items for each bid item listed on the pay application request form. The Engineer's standard form is to be used and will be provided to the Contractor electronically. Five original signed copies are required for submission to the Engineer for review.

The funding for this project requires the Contractor to provide weekly certified payroll reports. Rodney Lang will conduct the employee interviews as required. The weekly payroll reports shall be submitted to Dave Frisch with GMS, Inc. for compliance to the Davis-Bacon wage requirements.

Utilities: The Contractor is responsible to contact the Utilities Notification Center of Colorado (UNCC) prior to any excavation. Coordination also needs to take place with the Town of Flagler for the locations of any Town owned utilities.

Owner Furnished Material/Equipment - The Owner will furnish the following material or perform the following work:

1. Undertake Town owned utility locations and operations.
2. Operate the existing water system.
3. The Owner will furnish the Bulk Water Station provided by Flowpoint.
4. The overhead electrical line installation to the Otteman Well site will be conducted by KC Electric.
5. The Contractor may obtain construction water from the Owner at a mutually agreed upon fire hydrant. This water usage shall be quantified by the Contractor and provided

to Doris King, Town Clerk, at the end of each month. Hydrants to be used need to be coordinated with Justin Crisp.

B. Responsibilities of Engineer: The Engineer does not "supervise" the Contractor's employees, equipment or operations. As the Owner's representative, the Engineer interprets Plans and Specifications, reviews and approves shop drawings, prepares as-built drawings, certifies test results, provides the Contractor with direction, makes inspections, conducts employee interviews, certifies Contractor's payroll reports, prepares monthly engineering service bills, prepares and justifies "Change Orders", provides Certification of Substantial Completion and recommends final acceptance.

Site Observation for Compliance – Rodney Lang with GMS, Inc. will be the on-site Resident Project Representative for the contract. Close coordination between the Contractor and Rodney is required to determine schedules and construction activities. Rodney will be responsible for observing construction, conducting employee interviews, maintaining daily reports and maintaining communication between all parties. The Contractor must notify Rodney if he does not plan on being on site.

Monitor Progress and Approve Payments – The Contractor shall review with Rodney the progress payments in advance of formal submission. Agreement should be achieved in the field on the percentage complete on lump sum items and the quantities of unit price items installed. The Engineer is to receive the pay request 10 days prior to the second Monday. The Engineer will review and make recommendations on the pay request for action at the Owner's monthly board meetings. The Engineer will also compile the appropriate financial draw requests to secure committed loan and grant funds for the Owner's regular scheduled board meeting.

Interpret Contract Documents – Clarification will be provided through the Resident Project Representative, Rodney Lang. If additional consultation is required, Rodney will contact the Engineer's office for additional input.

Process Changes and Claims – The on-site Resident Project Representative is authorized to issue Field Orders that result in no increase in monetary compensation or alterations to the Contract documents or duration. In the event a Change Order is requested for additional compensation, the Engineer will review and, if appropriate, compile and recommend the Change Order for the Owner's consideration.

C. Responsibilities of the Contractor: The Contractor is responsible for all work requirements in the Contract documents including all work performed by their subcontractors. Work is to be accomplished in a quality manner complying with all applicable employment, safety, and environmental requirements. The Contractor shall maintain constant communication with the Engineer and/or Resident Project Representative to include pointing out potential problems and providing advance notice of needed engineering services. Compliance is required with all Davis-Bacon wage and related requirements.

Report Conflicts, Errors and Discrepancies – The Contractor is responsible to report any conflicts, errors and/or discrepancies in the construction Drawings or the Project Manual immediately upon finding such conflict, error and/or discrepancy. The Engineer will bring clarification to these matters as quickly as possible.

Prepare and Update Progress Schedules – The Contractor is responsible to keep the Owner and the Engineer up to date on his schedule of activities and the progress of the project. This is critical to ensure that the GMS, Inc. Resident Project Representative will not

make a trip to the site when construction activity is not occurring. The Contractor will provide a schedule in the near future taking into consideration easements not yet secured. The initial construction start date is projected to be early March pending consummation of the Colorado Department of Local Affairs grant agreement and award of the project. Advance notification to all residents that will have their water service or access affected by construction is imperative. Advance scheduling of water service interruption will be posted by Doris King on the lighted sign located at the south end of Main Street. Knocking on doors or notifying the residents by telephone will also take place. Rodney will assist with these notifications.

Submit and Update Insurance Certificates – The Contractor is preparing to provide all required insurance certificates to GMS, Inc. Once submitted and found satisfactory, they will be incorporated into the Contract Documents for distribution to all parties.

Prepare and Submit Schedule of Values – Unless a Schedule of Values has been submitted and approved by the Engineer, the negotiated Bid Form will be used as the Schedule of Values. Quantities will be monitored on unit price items and percent complete on lump sum items. These items are to be discussed and agreed upon in the field with Rodney prior to submission of the monthly pay request.

Designated Project Foreman – Brock Falk
Designated Resident Superintendent – Ron Kurtz

Obtain Approval of Suppliers/Subcontractors – The Contractor is responsible for all of his respective subcontractors. This includes:

- Concrete Supplier – Valcrete in Limon
- Asphalt Supplier – McCormick Excavation & Paving, LLC
- HDPE directional drilling – Valley Pipeline
- Bore and Jacking – Horizontal Boring & Tunneling Co.
- Precast Structures – Boughton's Precast
- Electrical – Main Electric
- SCADA – Timber Line Electric & Control Corp.
- Elevated tank ladder and cage – Gerard Tank & Steel, Inc.
- Surveyor – Luchetti Surveying

Obtain Approval of Testing Laboratories – As required, W.W. Enterprises, Consulting Engineers from Limon (719-775-9314) will be conducting the geotechnical services for density control. Rodney will coordinate with the geotechnical consultant for on-site services as necessary. The Contractor is to provide adequate time for Rodney to make all necessary arrangements as applicable. W.W. Enterprises, Consulting Engineers will be provided with one set of the project Plans and Specification Section 02200.

Certify, Review and Approval of Shop Drawings – The Contractor is to submit a minimum of five copies of each submittal. Two copies of each submittal will be returned to the Contractor. GMS, Inc. will provide Habitat Construction the shop submittal for the bulk water loading station in electronic format once approved.

American Iron and Steel Certification – This project falls under Section 436 of the Consolidated Appropriations Act that states all iron and steel products which are to be incorporated in this project shall be manufactured and/or fabricated using domestic iron and steel. This includes, but is not limited to, rebar and/or wire mesh in cast-in-place concrete and precast structures. Product certifications are required to be provided to the Engineer by the Contractor on these products prior to being delivered to the site. These certifications shall also be on-site when State inspectors visit the site. This is to ensure all iron and steel

products on site meet the requirements for the American Iron and Steel provisions and are tracked appropriately. Certification requirements are contained within the Project Manual under the CDPHE Supplemental General Conditions and the Supplemental General Conditions.

Flowpoint has received confirmation from EPA headquarters that the Flowpoint truck fill station components within the building are exempt from the AIS requirements for the Flagler project. All components outside of the structure itself must comply with AIS. (Habitat Construction was provided a drawing delineating the items being provided under their Contract that shall comply with AIS.)

Maintain Accurate Record Documents for Owner – The Contractor is to compile his own independent set of as-constructed documents reflecting all changes made and dimensional data secured during the course of construction. The data is to be provided upon completion of the job to the Engineer although it is preferred that this data be submitted to the Engineer after each street segment is completed. The Engineer will utilize that information and the Resident Project Representative's information to compile as-constructed documents.

Submit Sales and Use Tax Affidavits – The project is tax exempt. The Contractor shall use the Owner's tax-exempt number for use in purchasing material/equipment for this project is 98-04875.

Continuous Cleanup – Continuous cleanup shall be accomplished in accordance with the Project Specifications.

Operating and Maintenance Manuals – As indicated in Section 01730 of the Project Manual, O&M Manuals are required on the following components, but not limited to:

Section 02641: Valves and Accessories
Section 02708: Pressure Pipelines and Appurtenances
Section 11317: Submersible Well Pump
Section 11345: Chlorination Equipment
Section 13300: Supervisory, Control And Data Acquisition System
Section 16612: Generator System
Division 16: Electrical

Flowpoint: Bulk Water Loading Station

Temporary Utilities – Contractor to provide water and sanitary facilities as required.

Field Offices – The Contractor will place vans at staging area.

Staging Areas – 7th and Telluride

Fences and Barricades – The Contractor is responsible for providing fencing and barricades to achieve and maintain safe construction sites as required.

Layout of Work – The Contractor is required to undertake all construction layouts.

4. **Contract Alternates:** The Water System Improvements Project award will incorporate the negotiated Base Bid minus Bid Item Nos. 23 through 28 plus Alternate No. 1 (Copper Tracer Wire) and Alternate No. 2 (Detectable Metallic Underground Tape). The Owner has reserved the right to award Bid Item Nos. 23 through 28 once additional funding has been secured.

5. Contract Time of Performance:

Commencement Date – To be determined upon issuance of Notice to Proceed. Approximately early March, 2016.

Duration – 120 consecutive calendar days.

Completion Date – To be determined upon issuance of Notice to Proceed.

Liquidated Damages – As noted in the Project Manual, liquidated damages for the Contract are set at \$800.00 for each consecutive calendar day past the scheduled completion date.

6. Requests for Extension of Time:

Excusable Delays – Adverse, extended weather conditions and equipment delivery delays may constitute excusable delays. The Contractor shall clarify any delays that occur at the time they occur to provide for a timely extension of the Contract completion period, if warranted.

Requirement of Notice – The Contractor is to submit to the Engineer in writing any request for time extensions including the rationale for the extension together with the time requested. If approved, the time extension will be incorporated into a Change Order.

7. Payment Applications:

Format – As furnished by the Engineer. The Engineer is to provide the Contractor with the standard pay application format to be used. Five (5) signed original pay applications are required for each pay request.

Prepared by Contractor – The Contractor is to prepare and submit five executed originals for each pay request. The quantities are to be reviewed and agreed upon in the field between the Contractor and the Resident Project Representative prior to submission.

Materials Suitably Stored – Materials suitably stored on-site on which invoicing and American Iron and Steel certifications are provided and quantities can be confirmed may be included on Contractor's pay request. The invoicing shall not include taxes.

Submittal Date – Pay request to be submitted ten (10) days in advance of the second Monday of each month.

8. Changes in the Work:

Owner's Authority to Order – The Owner is to coordinate any desired changes through the Engineer. Any changes that constitute a monetary change must be formatted into a standard Change Order to be approved by the Owner, Contractor, Engineer and the CDPHE. A Change Order will be issued to Habitat Construction adding to the Contract, Bid Item Nos. 23 through 28 as negotiated, once execution of the additional Energy and Mineral Impact Assistance grant contract has been consummated between the Town of Flagler and State of Colorado. This is anticipated to take place towards the end of February 2016.

Requirements of Notice of Claim and Written Authorization – The Contractor is to submit to the Engineer in writing any notice of claim for additional work. If additional compensation is requested, approval must be obtained prior to the initiation of the additional work.

Methods of Determining Compensation – Unit prices, where available, will be utilized. In the event any additional work is required or requested on which unit pricing is not available, the Contractor will be requested to provide a price and rationale for the cost. The Contractor shall hold unit prices to the extent indicated.

9. **Dispute Handling Procedures:** Disputes should be attempted to be resolved in the field between the Resident Project Representative and the Contractor's representative. In the event additional input is required, the Project Engineer and Owner may become involved. Dispute resolutions beyond that are defined within the Specifications.

10. Additional Subjects Discussed:

- A. Davis-Bacon wage rates apply to the work on this project. Payroll reporting forms are required for all on-site activities by the Contractor and all of his subcontractors and any parties undertaking work on this project. The Specifications contain the applicable General Decision number which is CO150013, Heavy Construction Projects, Modification No. 2, dated June 5, 2015. In the event any job classification is required by the Contractor that is not contained within the Heavy Decision, the Contractor shall submit in writing to the Engineer a request for a determination for any supplemental job classification. The Engineer will coordinate with the CDPHE representatives to obtain the rates and fringes that apply to the additional desired job classification(s).

- B. Critical construction sequencing shall be reviewed with the Owner/Engineer. Ron Kurtz with Habitat Construction will meet with Justin Crisp next week to review construction sequencing and what is required to isolate the water mains during construction. Brock Falk will then provide a schedule to the Owner and Engineer.

- C. Eastern Slope Rural Telephone Association (telephone and fiber optic provider) and Black Hills Energy (natural gas provider) was provided with Sheet 3 of the Drawings for their use. Both utility providers requested that they be notified when crossing their utility.

George Ehlers with Eastern Slope Rural Telephone Association is to discuss with the Contractor the possibility of installing a duct for future cables in the water trench prior to backfilling. In the event the duct is installed, it shall be as far away from the water main as possible.

Mike Kelly with Black Hills Energy requested a minimum clearance of 12-inches be provided when crossing gas lines.

- D. The Warranty period for materials furnished and work performed under this Contract is two years. This period begins on the date substantial completion is given.
- E. The required EEO poster and the Davis-Bacon Heavy Wage Rate Decision will be placed at the staging area located at 7th and Telluride.
- F. Payroll reports shall be maintained by the Owner for a period of 3-years after the Contract completion.
- G. The Engineer shall notify the CDPHE 30 days prior to the completion of construction.
- H. As set forth in the Specifications, the project's funding includes Drinking Water Revolving Funds (DWRF) administered by the CDPHE in conjunction with the Colorado Water Resources and Power Development Authority. The CDPHE project provision

requirements are contained in the Project Manual under CDPHE Supplemental General Conditions.

- I. A discussion was held after the meeting with Warren Newell with Flowpoint, the Town of Flagler and GMS, Inc. to discuss the bulk water station options. The following decisions were made:
 1. It was decided that the bottom fill port will be eliminated leaving only the 2-inch top fill port. This modification represents a savings of \$4,952.42 is the result of this elimination.
 2. The station colors will be blue and white.
 3. The billing system will utilize pin numbers with passwords. Communication from the computer located at Town Hall to the station will be through cellular.
 4. Warren will provide the cost for a stainless steel overhead fill line with victaulic couplings and pipe support. Two costs will be provided. One will include materials only, while the other cost will include one fully assembled. Both costs will include shipping expenses. The installation of the bulk loading station is included in Habitat Construction's contract.

The above items were discussed, decisions reached and directions given. If there is any item which is not properly represented or has been misstated, the reader is requested to contact GMS, Inc. within three (3) days of receipt of this conference record for clarification.

SIGNED:  DATE: 2/08/16
Project Director

ROSTER OF ATTENDANCE

TOWN OF FLAGLER WATER SYSTEM IMPROVEMENTS PROJECT PRECONSTRUCTION CONFERENCE

Date: January 28, 2016 Time: 1:00 p.m.

<u>Name</u>	<u>Organization/Address</u>	<u>TELE Number</u>	<u>CELL Number</u>	<u>Email Address</u>
Ken White, P.L.S.	GMS, Inc., 611 N. Weber, Ste. 300, C/S	719-475-2935	719-684-4202	klwhite@gmsengr.com
Rodney Lang, Res. Rep.	GMS, Inc., 611 N. Weber, Ste. 300, C/S	719-475-2935	719-640-9693	ralang@gmsengr.com
Brock Falk	HABITAT CONSTRUCTION	719-254-3900	719-360-0455	bfalk@habitat-const.co
Ron Kurtz	HC	719-254-3900	719-469-5719	RonKurtz@hds.net-Const.
Cody Kurtz	HC	719-254-3900	719-468-1465	ckurtz@hotmail.com
Warren Newell	How Point	303 942-5400	303 947-5400	penk2jenks@le.com
Randall Kurtz	HC	719-254-3910	719-469-1429	rdkurtz@habitat-const.com
Justin L. Crisp	Town of Flagler	719-349-1860	Same	just.crisp@gmail.com
Thomas E Bredelhoff	Mayor of Flagler	719-349-1860	719-349-0345	tommyb@milesear.com
Doris King	Town of Flagler / Town Clerk	719-765-4571	719-350-0858	townflag@esrta.com
Mike Kelly	Black Hills Energy	719-740-1550	719-740-1550	Mike.Kelly@blackhills.com
Ivan Stahlecker	Town of Flagler - Councilman - Conc. Man	719-765-4421	719-349-0764	istahl@esrta.com
Charles R. Crisp	Town of Flagler - Mayor Pro Tem	719-765-4665	719-349-4665	rec.fernand
Amara Duran	ESRTA	719-743-2441	719-740-0299	duran@esrta.com
Daymond DeTich	Town of Flagler - Council	719-740-0299	719-740-0299	
George Ehlers	Johnson Street	719-740-0299	719-740-0299	george@esrta.com

**TOWN OF FLAGLER
WATER SYSTEM IMPROVEMENTS PROJECT
PRECONSTRUCTION CONFERENCE**

Chuck Kinkel

Town Clerk

85775-592-511

[illegible]

Chuck Kinske / High Plains
Prask - cat

Town of Flagler	Check
Doris King	\$1,500.00
AIRGAS USA LLC	\$173.10
Colorado Dept Public Health	\$238.25
KC Electric	\$4,200.96
Stan Kimble, PC	\$312.46
Krista Kinkel	\$80.00
Stratton Equity	\$36.98
TENNANT SALES & SERVICE	\$35.25
ASSURANT EMPLOYEE BENEFITS	\$132.11
BLACK HILLS ENERGY	\$373.57
Colorado Dept Public Health	\$348.75
Chuck Crisp	\$245.00
Colorado Library Consortium	\$1,536.00
Colo Rural Water Assoc	\$275.00
Double S Towing	\$56.89
David Werking & Associates	\$52.32
EAST COLORADO VETERINARY SERV	\$20.00
Eastern Slope Telephone	\$461.34
HORD/COPLAN/MACHT	\$767.50
J&S CONTRACTOR'S SUPPLY CO	\$486.72
KANSAS STATE BANK	\$2,826.26
Kit Carson County	\$300.00
MARC SANTALA	\$320.00
Landfill, Kit Carson County	\$1,658.07
Kois Brothers Equipment	\$1,142.80
LINCOLN COUNTY LANDFILL	\$390.00
Loaf N Jug	\$29.09
MATHESON TRI-GAS	\$52.43
PINNACOL ASSURANCE	\$500.00
Preventive Family Dental P.C.	\$396.00
Rocky Mountain HMO	\$1,918.13
Seibert Equity Coop	\$10.80
Steel Corner	\$412.56
Stop & Shop Supermarket	\$888.26
Sunrise Environmental Sc.	\$357.98
VIAERO	\$259.26
ARTISAN PLUMBING	\$200.00
Flagler Coop	\$2,153.06
WITT BOYS FLAGLER	\$1,279.02
Payroll	\$23,896.53
Report Total	\$50,322.45