



**BRIDGE CITY CENTER FOR YOUTH
SEWER SYSTEM RENOVATION
BRIDGE CITY, LOUISIANA
State Project #'s: 08-403-11-01, PART 01 &
08-403-04B-01, PART 20 & 01-107-06B-11, Part U7
Engineer's Project: 2156
Pre-Construction Meeting Minutes**

April 26, 2017
11:00 a.m.

Attendees:

David Dammon, Dammon Engineering, Inc
Brian Mistich, Dammon Engineering, Inc
Creighton Stout, FP&C
Curtis Badon, OJJ Central Office
Stephanie Mills, BCCY-Director
Sterling White, BCCY Maintenance
Tim Marlowe, ARC Mechanical

Minutes:

- Meeting opened with sign in of attendees.
- The follow issues were discussed during the meeting:
 1. The contractor submitted required documentation as per the FP&C Pre-Construction Conference Agenda item #1, see attached. All of the items in the FP&C Pre-Construction Conference Agenda were discussed.
 2. The designer is solely responsible for the direction of this project. Any changes to the contract documents shall be processed through the designer to FP&C. No changes to the project will be performed until FP&C has directed the designer to make the changes.
 3. The contact at BCCY for this project is Sterling White.

4. Payments will be processed according to the specification. Three original copies will be submitted to the designer, signed in blue ink only, once the payment have been verified the pay app will be submitted to FP&C for payment.
5. The permit with the Army Corp of Engineers for the levee system of the Mississippi River was discussed. The contractor has contacted them to state that they are currently working on the project.
6. A discussion was held concerning delays due to weather and the level of the Mississippi River. The contractor is to submit the number of delayed days to the designer and this will be reviewed for possible change order(s) to add to number of days in the contract.
7. It was discussed that all work areas will be completely barricaded to protect BCCY personnel from hazards caused by construction work.
8. Security of the site was discussed.
9. Scheduled construction meetings will be held at least every two weeks and one monthly meeting on the last Tuesday of the each month at 10:30 am; the next monthly meeting is scheduled for May 30, 2017.