



**City of Slidell**  
**City Hall Parking Lot and Courtyard**

Meeting Date: November 15, 2013  
Meeting Time: 9:00 a.m.

**Attendees:**

Donna O'Dell, City of Slidell	Michael Noto, City of Slidell
Kenny Martin, City of Slidell	Blaine Clancy, City of Slidell
Chuck Dammon, Dammon Engineering	Reuben Castillo, City of Slidell
John Saucier, Saucier Construction Co.	Melissa Mendoza, Slidell City Council
Tim Mathison, City of Slidell	Lionel Hicks, Slidell City Council
Freddy Drennan, City of Slidell	

**Minutes:**

- Meeting opened with signing in of attendees - see attached sign in sheet.
- The following information was disseminated during the pre-bid meeting:
  1. The City of Slidell will install conduit for future utilities after excavation is complete. The Contractor shall coordinate with the City during this period. The City shall work expeditiously to avoid or minimize delays.
  2. Chuck Dammon will be the point of contact for Dammon Engineering.
  3. John Saucier will be the point of contact for Saucier Construction.
  4. Kenny will inspect excavation; truck tickets are required.
  5. The Contractor needs three more sets of plans and specifications.
  6. The Contractor will provide five copies of all submittals.
  7. The Construction Time shall be 90 calendar days.
  8. Delays to the contract time must be requested in writing to Dammon Engineering. If these delays are warranted, documented, and approved, a change order to include the time extension will be issued.
  9. Bond should be issued by Tuesday, November 19, 2013. Contract will be signed subsequent to Bond issue.
  10. Tentative construction start is set at December 2, 2013.
  11. Contractor expressed concern that the existing drain pipe might float while under construction. Contractor will anchor pipe during construction.
  12. City of Slidell will add new line item(s) for 6" thick sidewalk on northwest side of area after a reasonable cost is agreed upon by all.
  13. Width of pavers on northwest side will be reduced to approximately 15' and submitted back to Contractor on drawing.

14. Four topographical points will be added to Construction Drawings, for start and stop points. Contractor will pick up plans at the offices of Dammon Engineering.
15. Contractor shall provide all barricades for work area during construction. Contractor shall also install and maintain safety fencing during construction.
16. Contractor shall provide construction schedule prior to beginning work.
17. The City shall provide video and photos of project before and after.
18. Two subcontractors to be used are Garden Spot and New Orleans Pool and Spa.
19. Contractor shall install project sign to be located on Bouscaren St., at a location to be coordinated between the City and the Contractor.