



GEORGE, MILES & BUHR, LLC



ARCHITECTS
ENGINEERS

110 ANGLERS ROAD
UNIT 102
LEWES, DE 19958
PH: 302.628.1421
PH: 800.789.4462
lewes@gmbnet.com

SALISBURY
BALTIMORE
SEAFORD
LEWES
OCEAN VIEW

www.gmbnet.com



PROGRESS MEETING NO. 16 MINUTES

**Donovan Smith Mobile Home Park Sewer and Water Extension
City of Lewes Board of Public Works
Lewes, Delaware**

**June 5, 2024, 10:00 a.m.
GMB Project Nos. 170196/190117**

CONTRACT AMOUNT:	\$4,446,446.00
CONTRACT TIME:	630 Calendar Days
LIQUIDATED DAMAGES:	\$1,500 per calendar day
NOTICE TO PROCEED:	February 16, 2023
CONTRACT COMPLETION:	November 7, 2024
DAYS USED:	471
DAYS REMAINING:	159
PERCENT TIME USED	75%
PERCENT COMPLETE:	+/- 50%

- Schedule – Revised schedule is attached. GMB noted that project is on schedule.

Work Completed Since Previous Meeting:

- 279 LF of 6” Sewer Lateral
- 15 Sewer Cleanouts
- Sewer Testing and Repairs
- 1,332 LF 8” PVC Watermain
- 1- 6” Gate Valve
- 1-8” Gate Valve
- 1-6” Hydrant Assembly
- Water Meter and Pit
- 158 CY of Type B stone
- 5 Hours of Utility Crew

Productivity and Projections

Water Main

- Total Water Main Completed to Date: 2,238
- Remaining Water Main: 3000

JAMES H. WILLEY, JR., P.E.
CHARLES M. O'DONNELL, III, P.E.
A. REGGIE MARINER, JR., P.E.
JAMES C. HOAGESON, P.E.
STEPHEN L. MARSH, P.E.
DAVID A. VANDERBEEK, P.E.
ROLAND E. HOLLAND, P.E.
JASON M. LYTLE, P.E.
CHRIS B. DERBYSHIRE, P.E.
MORGAN H. HELFRICH, AIA
KATHERINE J. MCALLISTER, P.E.
W. MARK GARDOCKY, P.E.
ANDREW J. LYONS, JR., P.E.

PETER A. BOZICK, JR., P.E.
JUDY A. SCHWARTZ, P.E.
W. BRICE FOXWELL, P.E.

JOHN E. BURNSWORTH, P.E.
VINCENT A. LUCIANI, P.E.
AUTUMN J. BURNS
CHRISTOPHER J. PFEIFER, P.E.
BENJAMIN K. HEARN, P.E.

- Last month's water main productivity: 300 LF/day
- Remaining days of Water Main work: 10 days
- Projected completion: June 19

Water Services (Main to Curb Stop)

- Last Month: 0
- Remaining: 110
- Last month's productivity: 10/day
- Remaining days of work: 11 days
- Projected completion: July 8

Work to be Completed in Next Month

- Watermain
- Watermain testing
- Sewer House Laterals
- Water House Services

Status of Water and Sewer Services and Connections

- Sewer Laterals - 20 installed - 13 connected
- Water Services - 20 installed - 13 connected

2. SRF Funding

- a. Wage rate interviews were performed after the August progress meeting. GMB anticipates performing another wage rate survey close to the end of the project. DNREC recommended that the survey be conducted on a day when there is a significant number of employees working.
- b. GMB continues to receive Certified Payrolls. All have been reviewed and have been satisfactory.
- c. Keith Kooker requested that construction progress photos documenting the progress of construction be submitted at the end of the project. GMB indicated that photos are being taken daily. Also, GMB has been

photo-documenting the progress with monthly drone video. It was suggested that various screenshots of the video be provided at completion of the project. The screen shots will focus on the overall progress of the work throughout the project as opposed to more detailed photos of various work items.

3. Payment –
 - a. Payment Applications 1 through 13 have been received by GMB and paid by the Lewes BPW
4. DeIDOT Items:
 - a. Watermain installation and trench restoration/paving has been completed within Donovan's Road. There were no DeIDOT related items since the previous progress meeting.
5. The Contractor shall contact MISS UTILITY and the Lewes BPW 48 hours in advance of any excavations.
6. Notification of Residents – GMB will coordinate with Teal Construction and notify residents a minimum of one (1) week in advance of any work being performed on their homes.
7. Communication with Residents, media, etc. – The Contractor is to direct all complaints, questions etc. to the GMB RPR.
 - a. Residents are encouraged to bring any issues up to the GMB RPR immediately.
 - b. To help construction progress smoothly and to minimize disturbances, residents are advised to be aware when work is beginning near their property and to be responsive if GMB's RPR tries to contact them.
 - c. The locations of some of the existing utilities are not well known and brief service disruptions may occur.
8. Requests for Information (RFI's) – All RFI's to be submitted in writing to GMB, Attn: Vince Luciani.
9. Safety – **No safety issues have been reported to date.** Safety is the sole responsibility of the Contractor; the Contractor shall abide by all local, federal and state safety regulations including OSHA. The Contractor shall be solely responsible for initiating, formulating, supervising, reviewing and overseeing all SAFETY precautions, practices, procedures, and programs that are, or should be provided in connection with the work. Contractor will take all necessary or proper precautions for the SAFETY of and will provide the necessary protection to prevent damage, injury or loss to the work, property and/or persons. The

Contractor shall comply, within the prices bid and without extra cost to the Owner, with all safety regulations or determinations issued by an agency of the Federal Government, including OSHA and the State of Delaware.

10. Submittals –
 - a. Teal Construction is to provide AIS certification for all materials that are required to comply with AIS requirements.
 - b. Roadway materials submittals will be required before paving.
 - c. GMB requested a submittal for recycled concrete that has recently been used on the project as Type B stone.
11. Survey/Stakeout - Contractor is responsible for survey and layout/stakeout. Cut sheets are to be provided at least 24 hours in advance of installation.
12. Jobsite Conditions, resident complaints, etc. – None since last meeting.
13. Inspector Hours Used (3,500 total) –
 - i. Amount since last meeting – 171 hours
 - ii. Amount to date – 1,553 hours
 - iii. Amount remaining – 1,947 hours
14. Weather Delays – 1 since last meeting; 18 days total due to weather.
15. Trench Backfill – The contractor is requested to maximize the reuse of excavated material as much as possible. An area has been provided for stockpiling material excavated from the trenching so that it can be utilized as backfill. GMB will assess the suitability of the excavated material for use as backfill. GMB reported that the in-situ soils encountered to date were very good and suitable for backfill.
16. Status of Contingency Items:
 - B-3 Excavation Below Subgrade – 39.1 CY to date – 0 since last meeting
 - B-4 Gravel Bedding – 43.1 CY to date – 0 CY since last meeting
 - B-5 Misc. Excavation & Backfill – 2 CY to date – 0 CY since last meeting
 - B-6 Special Backfill – 376.7 CY to date – 0 CY since last meeting
 - B-10 Utility Crew Rate – 27.5. HR to date – 5 HR since last meeting

17. The Contractor shall be responsible for maintaining one (1) set of red-line record documents which are to be reviewed for consistency at each progress meeting and submitted to the Engineer at the project completion. Record drawings are to be provided by a professionally registered engineer or licensed surveyor.
18. Change Orders – No additional work shall be performed without authorization from the Owner. Any requests for time extensions must include adequate documentation.
 - a. CO No. 1 – CO in the amount of \$33,471.90 (99 @ \$338.10 ea.) for revisions to the water connections scope of work. Revisions include relocation of connection pit to 5' beyond curb stop, substituting a brass tee and plug for boiler drain and furnish and install of Ford dual check valve.
 - b. CO No. 2 – CO in the amount of \$41,168 (31 @ \$1,328 ea.) for each of the water service connections at those lots without mobile homes on them.
 - c. CO No. 3 – CO in the amount of \$116,223 for additional compensation related to differing site conditions. Specifically, Teal has claimed that the level of groundwater encountered at the site was much higher than anticipated based on the geotechnical information provided with the bid. As result, additional well-pointing was required to adequately dewater to allow installation of the sanitary sewer.

TOTAL CHANGE ORDER AMOUNT: \$190,862.90

19. Discussion Items
 - a. House sewer connections – All sanitary sewers have been completed and sewer lateral connections starting this week at Fairview Circle. This is a significant milestone for the project. The tentatively anticipated sequence will have the connections starting at Fairview Circle continuing to Seneca to Grandview and to Forest.
 - b. The LBPW requested that GMB keep them informed of the connections as they are completed.

The NEXT PROGRESS MEETING is scheduled for July 3, 2024, at 10:00 a.m. in the City of Lewes Council Chambers.

Anyone taking exception to any of the above-listed items should notify this writer within ten (10) days of receipt.

Respectfully submitted,



Vincent Luciani, P.E.
Senior Project Manager

**SIGN-IN SHEET
PROGRESS MEETING NO. 16**

**DONOVAN SMITH MOBILE HOME PARK SEWER AND WATER EXTENSION
LEWES, DELAWARE**

June 5, 2024
TIME: 10:00 A.M.
GMB PROJECT NOS. 170196/190117

Name	Company	Email	Phone #
1. Vince Luciani	GMB	vluciani@gmbnet.com	(302) 430-9544
2. Austin Calaman	BPW	acalaman@lewesbpwde.gov	302 645 6228
3. ROSEN DAVIS	BPW	RDAVIS@LEWESBPWDE.GOV	302 645-6238
4. Keith Kooker	DNREC EF	Keith.Kooker@delaware.gov	302-739-9351
5. Dillon Peden	GMB	dpeden@gmbnet.com	302-373-4080
6. Sophia Lunn	GMB	Slunn@gmbnet.com	302-396-796
7. Rick + Lynn Hoyer	DSMHP	obxhottub@aol.com	302-381-8341
8. Jeni DeMoss	DSMHP	bridemoss@comcast.net	302 238 743
9. Toni Bowman	DSMHP	TBGRANDMA2@VERIZON.NET	717-475-8583
10. Duane Hoffman	GMB	dhoffman@gmbnet.com	302-519-3529
11. Ams Dixon	Teal	A.Dixon@Tealconstruction.com	302-233-8942
12. JON WARD	CITY of Lewes	jward@ci.lewes.de.us	302-645-7777
13. Janelle Cornwell	COL		302-645-7777
14. JOHN ROBITABLE	C.O.L.		4100
15. Derrick Carthy	DNREC	derrick.carthys@delaware.gov	302 739 9949
16.			
17.			

