



Pre-Con Meeting Agenda

Meeting Information:

Project Name: TCSD Carter Basin WWCS Project - Phase 1	Meeting Date / Time: July 6, 2022 / 9:00 am – 11:00 am
Project Owner: TCSD	Meeting Location: TCSD Office

Requested Attendance: (Please note below and return to Forsgren if you cannot attend)

Attendees	Representing	Attendees	Representing
<input type="checkbox"/> Dave Andres	TCSD	<input type="checkbox"/> Jeff Graham	Mozingo Construction, Inc.
<input type="checkbox"/> Brenda Bonillo	TCSD	<input type="checkbox"/> Alan Driscoll	Forsgren
<input type="checkbox"/> Ben Kikugawa	TCSD	<input type="checkbox"/> Larry Kram	Forsgren
<input type="checkbox"/> Jeff Black	Blackwater	<input type="checkbox"/>	
<input type="checkbox"/> Christiana Giedd	Blackwater	<input type="checkbox"/>	

Agenda:

A. Introductions

B. Housekeeping

- a. Sign-In
- b. Contact Info
- c. Emergency Procedures/ Assembly Area
- d. COVID
- e. Bathrooms
- f. Water/Coffee/Snacks

C. Roles & Responsibilities

- a. Owner – TCSD
- b. Engineer – Black Water Consulting Engineers, Inc.
- c. Contractor – Mozingo Construction, Inc.
- d. Special Inspections & Testing – Condor Earth Technologies, Inc.
- e. Environmental Compliance / Training – APA
- f. Labor/Payroll Issues - Contractor Compliance and Monitoring
- g. Construction Manager – Forsgren Associates, Inc.

D. Primary Objective: Everybody Wins

- a. No one gets hurt.
- b. Owner gets quality project delivered on time, and on budget.
- c. Contractor makes a fair profit.
- d. Everyone happy to have been a part of the project.

E. Administration

- a. Meetings
 - i. Pre-Con

- ii. Construction Meetings
- b. Project Communication
 - i. Submittals (10 working days)
 - ii. RFIs
 - iii. COs
 - iv. Work Directives
 - v. Field Directives
 - vi. Certified Payroll
 - vii. Payment Applications
 - viii. Etc.

F. Contract Issues

- a. Governing Documents
 - i. RWQCB Permit
 - ii. Contract w/ State & TCSD
 - iii. Contract w/ TCSD and Mozingo
 - iv. Environmental Negative Declaration / Mitigation Monitoring Report
 - v. Plans & Specs
- b. Construction Scope of Work
- c. Schedule of Values
- d. Compliance
 - i. Environmental
 - ii. AIS Requirements (State Req.)
 - iii. Postings/Signage (State Contract)
 - iv. SWPPP
 - v. HASP
 - vi. Encroachment Permit(s)
 - vii. CWQIS (Sewer Spills)
- e. Payroll Consultant

G. Construction Issues

- a. Pot-holing
- b. Pre-Construction Videos & Pictures
 - i. Curbs
 - ii. Rock Walls
 - iii. Asphalt
- c. Health & Safety
 - i. HASP
- d. Emergency Procedures
 - i. Bypass Crossing
 - ii. Traffic Accidents
- e. Public Access & Safety
 - i. Parks / Elementary Schools Notification
- f. Staging Area

- i. Location
 - ii. Security
 - iii. Liability
- g. Bathrooms
- h. Potable Water Access
- i. Generator Req's. / Emissions (State Contract)
- j. Daily Clean-up
 - i. Sweeping
 - ii. Garbage
 - iii. Recycling
 - iv. Trench Plates (no unsupervised open trenches)
- k. Disposal of Spoils
 - i. Mitigation/Environmental Issues?
 - ii. Disposal Tickets?
 - iii. Agreement in Place?
 - iv. Recycling/Reuse of Materials?
- l. Erosion Control Plan / SWPPP/ Water Truck / Water Buffalo
- m. Public Outreach
 - i. Coord w/ County, City, Police, Fire, Trash Services, Schools, Delivery Services (TCSD)
 - ii. Signage (Contractor)
 - iii. Notices/ Timing (Contractor)
- n. Bypass Pumping
- o. Lateral Rerouting
 - i. Authorization from Homeowners
 - ii. Motherlode Christian School
 - iii. Change Order Process
- p. Inspection of Parts/Materials/Equipment
 - i. Inspection
 - ii. Allowable Asbestos Content
 - iii. Manifests?
- q. Survey
 - i. Control
 - ii. Datum
 - iii. Damage

H. Schedule

- a. Completion Time for Contract
- b. Lead-Time for Materials/Equipment
- c. Construction Schedule (Contractor) – 10 days from start of contract
- d. Schedule of Submittals
- e. Prelim Schedule of Values
- f. Compliance Schedule (CM)