



## MEETING MINUTES

**Project:** Oak Creek Water Treatment Plant and Low Lift Pump Station Standby Power  
**Date:** February 15, 2011  
**Attendees:** See attached Attendance Record  
**Copies:** Attendees  
Chip Craddock, Clark Dietz

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Minutes of this meeting were prepared by Steven E. Myers of Clark Dietz, Inc. Please inform him of corrections or modifications.

The purpose of the meeting was the pre-bid conference for the Oak Creek Water Treatment Plant and Low Lift Pump Station Standby Power Project.

1. Sealed bids will be received until 10:00 a.m. on Wednesday, March 2, 2011 at the office of the Utility at 170 W. Drexel Avenue, Oak Creek, Wisconsin.
2. Wage rates shall not be less than the prevailing wage rates for the State of Wisconsin.
3. The project must be substantially completed within 230 days after the date when the Contract Time commences. The project must be completed and ready for final payment within 260 days after the date when the Contract Time commences.
4. An addendum will be issued early next week. The addendum will be available on the website and notification will be sent to the email addresses listed on the bidders list.
5. Steve Myers provided a summary of work for the project. Only major items on the drawings and in the specifications were discussed.
6. The Owner will be prepurchasing some equipment as part of the Generator Equipment Purchase Package and the Electrical Equipment Purchase Package. The bid documents are available on the Oak Creek Water and Sewer Utility website.
7. Specification Section 01 10 00 Summary of the project was reviewed with the following items discussed.

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- a. Work by Owner
- b. Salvaged equipment
- c. Contractor's use of site
- d. Owner occupancy
- e. Future work
- f. Utility outages and shutdowns

The contractors were informed that the information in the contract documents pertaining to temporary power and utility outages must be looked at closely. It is extremely critical that this information be adhered to and the facility does not lose power or other utilities longer than what is listed in the documents.

8. Liquidated damages of \$2,000 per calendar day will be assessed if the project is not substantially completed by 230 calendar days after the date when the Contract Time commences. Liquidated damages of \$1,000 per calendar day will be assessed if the project is not completed 260 calendar days after the date when the Contract Time commences.
9. Shop drawing submittals must be complete with all required information submitted at once. If they are not complete with all information provided as indicated, Clark Dietz will return the shop drawings without reviewing them.
10. The insulation on pipes and the boiler does not have any asbestos materials. The test report will be made accessible on the Oak Creek Water and Sewer Utility website.
11. The preliminary shop drawing for the Caterpillar generators that are being prepurchased will be made accessible on the Oak Creek Water and Sewer Utility website.
12. Questions can be emailed or faxed to Steve Myers at Clark Dietz and need to be received by 5:00 p.m. on Wednesday, February 23, 2011.
13. After questions were asked by the contractors a tour of the facilities was made to look over the project site.

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The following are answers to questions from Contractors.

1. Question: What is the weight of the existing transformer being removed and does it contain any PCBs?  
Answer: The most recent test report for the generator will be provided (this will be addressed in an addendum).
  
2. Question: What is the weight of the new generators and transformer?  
Answer: Preliminary shop drawing for the Caterpillar generators will be made accessible on the Oak Creek Water and Sewer Utility website. At this time we do not know the weight of the new transformer (this will be addressed in an addendum).
  
3. Question: What is the depth of the concrete floor at the WTP that will be removed?  
Answer: Record drawings indicate 7" concrete slab with 6x6 WW mesh membrane on 5" sand cushion (this will be addressed in an addendum).
  
4. Question: What is the material of the existing potable water pipe at the WTP that will be tied onto?  
Answer: Threaded steel pipe (this will be addressed in an addendum).
  
5. Question: What if the underground conduits at the WTP are corroded and cannot be reused?  
Answer: Existing underground conduits for panelboard feeders will not be used and abandoned in place (this will be addressed in an addendum).
  
6. Question: Who will be responsible for draining chemicals from piping and tanks at the LLPS?  
Answer: The Owner (this will be addressed in an addendum).

## ATTENDANCE RECORD



**Project Name:** Oak Creek Water and Sewer Utility  
Water Treatment Plant and Low Lift Pump  
Station Standby Power

**CDI Project No.:** 00130014

**Meeting Description:** Pre-bid Conference      **Meeting Location:** Water Treatment Plant  
Oak Creek, Wisconsin

**Meeting Date:** February 15, 2011      **Meeting Time:** 10:00 a.m.

NAME/REPRESENTING	PHONE/FAX	EMAIL
1. STEVE MYERS, CLARK DIETZ	(F) 217-373-8923	217-373-8982    steve.myers@clarkdietz.com
2. JOHN LUCHT - PLATT CONST.	Ph (414) 761-3868	Fax (414) 761-3591 hen@raschconstruction.com
3. KEN RASCH - RASCH	262-657-6542 F 262-657-0801	
4. LARRY OLSON	262-781-8230 (F) 262-781-1680	STAFF ELECTRIC LOLSON@STAFFELECTRIC.COM
5. Ralph Willsig	Willsig Electric 262-781-9210	Judy@Willsig.com
6. CHRIS CODNESS - JF AHERN	920 921-9020 / 920 921 8632	Codness@jfabern.com
7. Dave R. Fallo - Illingworth-Kilgust	414 476-5790	10.fallo@illingworth.com
8. JOHN ANDRITSCH	PORTA PTG 262-970-9713, 262-970-9723	JOHN.A@PORTAPAINTING.COM BOB@HABERMANNGLTRIC.COM
9. ROBERT HABERMANN	HABERMANN GLSC 414 421 1100 / 414 421 5560	
10. Thomas Jacobi	Total Mechanical 262-522-7105 262-523-2530	TJACOB1@TOTAL-MECHANICAL.COM
11. Scott Harms	Langer Roofing & Sheet Metal (414) 476-5800 / 476-3044	sharmse@langer-roofing.com
12. Tony Tiedemann	Uihlein Electric 262-781-1260 / 262-781-9366	tony.t@uihleinelectric.com
13. George Bachman	Grunau 469 216 6978	George.Bachman@Grunau.COM
14. Keith Martin	" 262 6979	Keith.martin@grunau.com

## ATTENDANCE RECORD



**Project Name:** Oak Creek Water and Sewer Utility  
 Water Treatment Plant and Low Lift Pump  
 Station Standby Power

**CDI Project No.:** O0130014

**Meeting Description:** Pre-bid Conference

**Meeting Location:** Water Treatment Plant  
 Oak Creek, Wisconsin

**Meeting Date:** February 15, 2011

**Meeting Time:** 10:00 a.m.

NAME/REPRESENTING	PHONE/FAX	EMAIL
15. Brad Holland/Grunaw	414-216-6953	brad.holland@grunaw.com
16. RALPH LANGENECKER FKM	414 476-0916	RLANGENECKER@ILLINOISWORTH.COM
17. Brian Heysakoski PBBS Equip	262-252-7575	bheysakoski@pbbs.com
18. Joe Herda Magaw Elect.	262-886-6840 262-886-7999	jherda@magawelec.com
19. WALLY KING W.K. MASONRY	414-406-2499 Fax 784-2774	
20. JOAN SWOORON ARTEAGA	414-744-7944 262-783-5829 fax	JOHN@ARTEAGA.CONSTRUCTION.COM
21. John ORDWAY Burkhardt Const	262-783-4333 414-258-0491	John@BurkhardtConstruction.com
22. BOB FAUST FAUST Co. Inc	414-258-0494	BOB@FAUSTCO.COM
23. MIKE SULLIVAN, OAK CREEK WATER AND SEWER UTILITY		
24. PAT FRANCIS, OAK CREEK WATER AND SEWER UTILITY		
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26.		
27.		
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