



378 INTERSTATE COURT, SARASOTA, FL 34240  
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MEETING MINUTES

Client:	City of Sarasota
Project Name:	Lift Station 87 – Phase 2
Project Number:	6491
Meeting Topic:	Team Coordination Meeting
Date:	January 26, 2016
Time:	1:30 pm
Conducted by:	Robert H. Garland, PE

1. Attendees
  - a. See attached sign-in sheets.
2. Approval of Minutes
  - a. October 27, 2015 minutes have been reviewed and approved.
3. Schedule Review (Phase 1 – LS 87 Microtunneling)
  - a. Completed – last 4 weeks
    - i. Focused on designing water line replacement (HDD) as additional scope, including design review meetings with Utility Department staff, permitting, and coordination with Staheli.
      1. FL Department of Health General PWS Permit received.
      2. FDEP modified ERP received.
      3. FDOT Utility Permit received for receiving pit and variable message boards.
      4. ACOE permit application currently being reviewed by Agency and approval is pending.
    - ii. Previously approved contract documents were revised to remove alternate MT alignment and to include new water main/HDD design.
    - iii. Invitation to Bid for Phase 1 was issued January 19, 2016.
  - b. Proposed – Phase 1
    - i. Pre-Bid Meeting is scheduled for January 28, 2016 @ 9 am at LS 87 Construction office on Osprey Avenue.
    - ii. Bids are due March 4, 2016 @ 2:30 pm.

- iii. Anticipate Recommendation of Award to Commission on March 21, 2016.
    - iv. Anticipate contractor's Notice to Proceed on April 14, 2016.
- 4. Request for Information (RFI)
  - a. No outstanding RFI's.
- 5. Phase 1 – Lift Station 87 Microtunneling
  - a. Reviewed draft agenda for Pre-Bid Meeting. City to review and return any comments to Engineer by noon January 27, 2016.
  - b. Discussed limited parking at Construction Office for Pre-Bid Meeting. City will open gate to LS 87 Construction Site for attendee parking. Engineer to draft notice for City review by end of day (January 26, 2016) and City will issue an addendum.
  - c. Engineer to add "experience requirements" for HDD contractors in the contract documents. City will issue as an addendum.
- 6. Phase 2 – Lift Station 87 Structure
  - a. Engineer has forwarded a formal NFPA variance request to the City's Building Department (Larry Murphy). The request is a follow up to previous meetings with the Building Department and Utility Department staff. A final determination from the City is required to proceed with the building design.
- 7. Phase 3 – Lift Station 87 Gravity Mains
  - a. Engineer is continuing with the open cut design. Subsurface Utility Engineering (SUE) will be performed to minimize conflicts after the revised scope and fee is authorized by the City.
- 8. Public Outreach Items
  - a. Dialogue will develop a revised "fact sheet" for review.
  - b. The following comments/questions were received from residents in attendance (see sign-in sheet):
    - i. When will construction begin? The responsive contractor will be required to submit a detailed schedule, but the last week in May 2016 is the anticipated time frame. The schedule will be posted and updated on the website as construction progresses.
    - ii. Is the MT still under the bridge? Yes.
    - iii. Will pedestrian traffic be maintained across the bridge while it is closed? This will depend on the contractor's approved maintenance of traffic (MOT) plan and construction methodology.
    - iv. Is the Pre-Bid Meeting open to the public? Yes, it's a public meeting.
    - v. How many microtunnel contractors were pre-qualified? Five were pre-qualified.

- c. The City and Engineer extended an appreciation to the residents for their continued input.
- 9. Outstanding Business
  - a. None.
- 10. New Business/Open Discussion
  - a. None.
- 11. Adjournment @ 2:15 pm.