

MINUTES
SPECIAL MEETING
MORTON COUNTY COMMISSIONERS
AUGUST 24, 2006

Allen called the meeting to order at 9:00 a.m. with open doors.

Present were Allen Tucker, Vice-Chairman; Ron DeGarmo, Commissioner; Mary Gilmore, County Clerk. Bob Boaldin, Chairman, was out of town this day. Eric Witcher, County Attorney, was not available this day.

Also present were Ron Pearce and Kenny Bieker, Bucher, Willis & Ratliff, and Joe Tarbet, Tarbet Construction.

The purpose of this meeting was to conduct the Preconstruction Conference for Reconstructing the Aircraft Parking Apron at the Airport.

Allen turned the meeting over to Ron Pearce.

The following items were discussed:

1. Contracts are executed. DBE's are ok.
2. The Contractor's and all subcontractor's weekly payroll shall be submitted to BWR who will review. Random wage rate interviews will be made by the BWR Inspector for each contractor or subcontractor per quarter as required.
3. Mr. Pearce stated that the authority of the Engineer is provided for in Section 50-01 and 80-06 of the General Conditions. The Engineer has the authority to suspend the work wholly or in part due to weather, airport safety violation or non-conformance with contracts, plans and specifications.
4. Mr. Pearce stated that normally lost time should be made up by longer working hours, working weekends or working double shifts. Any requests for time extensions by the Contractor must be requested and justified in writing to the engineer concurrent with the lost time. Twenty-five (25) calendar days are allotted for Phase 1, and forty-five (45) calendar days are allotted for Phase 2.

Liquidated damages are set at \$750 per calendar day.

5. The Contractor will be furnished with a Notice to Employees Poster and an EEO Poster which are to be posted in a conspicuous location on the project. Also, wage rates should be posted.

6. Mr. Pearce states that required material certifications and shop drawings must be submitted and approved prior to construction or installation of subject material.
7. Airport safety was discussed. NOTAM'S will be filed through Mary Gilmore; 48 hours notice is requested. Contractor personnel should be familiar with the Safety Advisory Circular in back of the specification book. A work schedule was decided at the meeting.
8. Any additional work must be authorized by Change Order prior to construction. Time extension for Change Order work, if required, will be included with the Change Order. Engineer must do independent cost analysis.
9. The Grant will not fund repairs to damaged access road from Contractor's operations.
10. Payment will be monthly.
11. Notice-to-Proceed (NTP) will be issued for September 5, 2006.
12. Keep site free of trash and debris.

The Contract Documents and Specifications for Reconstructing the Aircraft Parking Apron and Installing Underdrains were signed by Allen.

There being no further business the meeting adjourned on a motion by Ron, seconded by Allen.