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CC: [Erica Marnati@whartonsmith.com](mailto:Erica.Marnati@whartonsmith.com)
Date: 2/16/2018 9:07:09 AM
Subject: 17-160 - KWRU WWTP Filter Replacement - Preconstruction Meeting Minutes

To all,

Attached please find the following with regards to the above subject project:

- Preconstruction Meeting Minutes

Please review and provide any comments or changes by COB on Tuesday, 02/20/18.

Sincerely,

James M. Contino | Project Manager

Wharton-Smith, Inc. | Construction Group of Choice | www.whartonsmith.com

125 W. Indiantown Road, Suite 201, Jupiter, FL 33458

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10KWRU WWTP Filter Replacement

Preconstruction Meeting

February 12, 2018 @ 11 A.M.

Minutes

Project: KWRU WWTP Filter Replacement
6630 Front Street
Key West, FL 33040

Owner: KW Resort Utilities Corp.
6630 Front Street
Key West, FL 33040
(305) 295-3301 – Phone
(305) 295-0143 – Fax

Christopher A. Johnson
President
chris@kwru.com

Greg Wright
Vice President
greg@kwru.com

Engineer: The Weiler Engineering Corporation
6805 Overseas Highway
Marathon, FL 33050
(305) 289-4161 – Phone
(305) 289-4162 – Fax

Ed Castle, P.E.
(305) 481-0347 – Cell
edrcastle@me.com

Steve Suggs, E.I.
(941) 323-1787 - Cell

ssuggs@weilerengineering.org

John Sinn
(305) 289-4161 – Office
jsinn@weilerengineering.org

Contractor: Wharton-Smith, Inc.
125 W. Indiantown Road, Suite 201
Jupiter, FL 33458
(561) 748-5956 – Phone
(561) 748-5958 – Fax

Greg Williams
Division Manager
(561) 345-1858 – Cell
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James Contino
Project Manager
(561) 354-8786 – Cell
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Edgar Gonzalez
Superintendent
(561) 222-1303 – Cell
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Jean Laine
Project Engineer
(561) 427-5743 – Cell
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Erica Marnati
Project Assistant
(561) 748-5956 x 2306 – Office
emarnati@whartonsmith.com

Scope of Work: KWRU has two existing steel structures that each includes a sand filtration system and a chlorine contact chamber (CCC). The two structures are essentially identical. The structures have corroded over time and need to be replaced. The intent is to replace the existing units in kind, re-using some of the equipment and piping. Only one filter & CCC unit will be taken off line at a time. Temporary CCC is not required, as per revised drawing C-02.

Contract Times: The work will be substantially completed within 150 days after the date when the Contract Times commence to run, and completed and ready for final payment within 180 days after the date when the Contract Times commence to run.

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- Liquidated Damages:** Contractor shall pay Owner \$250.00 for each day that expires after the date specified for Substantial Completion until the Work is substantially complete. If contractor fails to complete the remaining Work within the Contract Times for completion, Contractor shall pay Owner \$250.00 for each day that expires after such time until the Work is Completed and ready for final payment.
- Contract Price:** Lump Sum of \$935,000.00
- Allowances:** Lump Sum for Cash Allowance for New Backwash Pumps: \$17,000.00
Lump Sum for Cash Allowance for New Grating and Handrails, including New Bridge between CCCs: \$42,000.00
Lump Sum for Cash Allowance for Reconfiguration of Backwash System Pipe and Actuated Valves: \$25,000.00
- Changes in Work:** Changes in work by change order only
- Payment Procedures:** Contractor to submit monthly pay applications for engineer's approval by 20th of each month. Final submission of (1) hard copy of agreed upon monthly pay application to be sent to the engineer prior to month's end.
- Work Hours:** Contractor's normal work hours are Monday thru Friday, 7:00 A.M. to 3:30 P.M.
 - [Edgar G. discussed the possibility of working \(4\) 10 hour days](#)
 - [Chris J. stated that \(4\) 10 hour days would allowed](#)
- Site Access:** Entrance & Exit Routes
- Site Utilization:** Contractor's proposed work areas, office trailer, temp utilities and staging areas
 - [After the meeting WSI walked the site with WE & KWRU to determine site utilization](#)
- Submittals:** Contractor to submit (1) electronic copy of submittals to John Sinn and CC Steve Suggs. Reviewed submittals to be returned to Erica Marnati cc James Contino and Jean Laine.
- Binders:** Contractor's preconstruction binders include Meeting Agenda, CPM Schedule, RFI Log, Submittal Log, Lines of Communication, Emergency Contact List, List of Subcontractors/Vendors/Suppliers, Safety Plan & Weather Emergency Plan.
- Progress Meetings:** Determine when Progress will be held
 - [2nd Wednesday of Every Month @ 11 am will be a call in meeting](#)
 - [4th Wednesday of every month @ 11 am will be an onsite meeting](#)
 - [WSI will send out calendar invites](#)
- Discussion:** Additional Items discussed
 - [Steve S. stated that \(3\) sets of conformed signed and sealed drawings will be sent to WSI by Friday, 02/16/18. These drawings will include](#)

details for the grating and railings as per the allowance item and additional flanges required to be added to the filter structures.

- Spark testing of the filter structure coatings was discussed. James C. stated that he did not see anything in the documents requiring spark testing of the structures. James C. added that the structures are coming shop painted and would be offloaded by crane and set into place on the slab. Both Steve S. and Chris J. stated that they thought spark testing was required as they remember discussing it during design. It was agreed that all parties would review the contract documents and determine how to proceed. Steve S. stated that the fabricator of the structures perform their own QC testing of the coatings prior to shipping. James C. stated that he would contact the fabricator and discuss QC testing of the coatings and possibility of field spark testing.
- Chris J. stated that they would prefer that the existing North Filter Structure be replaced first as it is currently leaking. James C. and Edgar G. stated the sequence didn't matter. It was agreed that the North Filter Structure would be the first replaced and would be designated as Filter #1.
- Steve S. stated that the piping was to be painted with colors matching the 10 state standards, with water piping to be blue with black stripe and backwash piping to be beige.
- Greg W. stated that he would be the owner's contact for Emergencies
- Steve S. discussed that the backwash control valves were to be reused and that extra care would need to be taken to make the locations and orientations of the valves for reinstallation.
- The allowance of the replacement of the backwash pumps was discussed. Chris J. and Steve S. both stated that the contractor's pricing exceeded their allowance. James C. stated that he would review the pricing and if possible would revise the proposal to be within the allowance.
- Generator replacement was discussed. Greg W. stated that the replacement generator had been purchased by KWRU and that it is currently being stored by the supplier in Wisconsin. Steve S. stated that he would provide design information so that WSI and could provide a change order proposal.



KWRU WWTP Filter Replacement

Preconstruction Meeting
February 12, 2018 @ 11 A.M.

Sign In Sheet

Name	Company	Email Address	Phone Number	Initials
Chris Johnson	KWRU	chris@kwru.com	(305) 295-3301	CJ
Greg Wright	KWRU	greg@kwru.com	(305) 295-3301	GW
Ed Castle, P.E.	Weiler	edrcastle@me.com	(305) 289-4161	
Steve Suggs, E.I.	Weiler	ssuggs@weilerengineering.org	(941) 323-1787	SS
John Sinn	Weiler	jsinn@weilerengineering.org	(305) 289-4161	JS
Greg Williams	Wharton-Smith	jcontino@whartonsmith.com	(561) 345-1858	
James Contino	Wharton-Smith	jcontino@whartonsmith.com	(561) 354-8786	JC
Edgar Gonzalez	Wharton-Smith	egonzalez@whartonsmith.com	(561) 222-1303	EG
Jean Laine	Wharton-Smith	jlaine@whartonsmith.com	(561) 427-5743	
LOUIS GERMAINE	WEILER ENGINEERING	L.GERMAINE@WEILER ENGINEERING.ORG	305 307-4611	LG