



GEORGE, MILES & BUHR, LLC



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## PROGRESS MEETING NO. 18 MINUTES

**Donovan Smith Mobile Home Park Sewer and Water Extension  
City of Lewes Board of Public Works  
Lewes, Delaware**

**August 7, 2024, 10:00 a.m.  
GMB Project Nos. 170196/190117**

CONTRACT AMOUNT:	\$4,446,446.00
CONTRACT TIME:	630 Calendar Days
LIQUIDATED DAMAGES:	\$1,500 per calendar day
NOTICE TO PROCEED:	February 16, 2023
CONTRACT COMPLETION:	November 7, 2024
DAYS USED:	538
DAYS REMAINING:	92
PERCENT TIME USED	85%
PERCENT COMPLETE:	+/- 78%

- Schedule – Revised schedule is attached. GMB noted that project is on schedule. Significant progress made last month.

### Work Completed Since Previous Meeting:

- 1,355 LF of 1" dia. Water Service Pipe
- 30 Corporation and Curb Stops
- 1,962 LF of 4" dia. Sewer Lateral Pipe
- 27 - 4" dia. cleanouts and sewer connections
- Abandonment of 1,000 gal septic tank

### Work to be Completed in Next Month

- Complete Water Services
- Abandonment of Septic Tanks
- Stormtech Installation
- Roadway Restoration (Cooper Circle)

### STATUS OF WATER SERVICES AND SEWER LATERALS WITH CONNECTIONS TO MOBILE HOME

- Sewer Laterals (All have been completed) - 133 installed - 92 connected

JAMES H. WILLEY, JR., P.E.  
CHARLES M. O'DONNELL, III, P.E.  
A. REGGIE MARINER, JR., P.E.  
JAMES C. HOAGESON, P.E.  
STEPHEN L. MARSH, P.E.  
DAVID A. VANDERBEEK, P.E.  
ROLAND E. HOLLAND, P.E.  
JASON M. LYTLE, P.E.  
CHRIS B. DERBYSHIRE, P.E.  
MORGAN H. HELFRICH, AIA  
KATHERINE J. MCALLISTER, P.E.  
W. MARK GARDOCKY, P.E.  
ANDREW J. LYONS, JR., P.E.

PETER A. BOZICK, JR., P.E.  
JUDY A. SCHWARTZ, P.E.  
W. BRICE FOXWELL, P.E.

JOHN E. BURNSWORTH, P.E.  
VINCENT A. LUCIANI, P.E.  
AUTUMN J. BURNS  
CHRISTOPHER J. PFEIFER, P.E.  
BENJAMIN K. HEARN, P.E.

- Water Services - 80 installed - 60 connected (53 remain to be installed)

2. SRF Funding

- a. Wage rate interviews were performed after the August progress meeting. GMB anticipates performing another wage rate survey close to the end of the project. DNREC recommended that the survey be conducted on a day when there is a significant number of employees working. Keith Kooker recommended that a second set of wage rate interviews be conducted at the end of the summer.
- b. GMB continues to receive Certified Payrolls. All have been reviewed and have been satisfactory.
- c. Keith Kooker requested that construction progress photos documenting the progress of construction be submitted at the end of the project. GMB indicated that photos are being taken daily. Also, GMB has been photo-documenting the progress with monthly drone video. It was suggested that various screenshots of the video be provided at completion of the project. The screen shots will focus on the overall progress of the work throughout the project as opposed to more detailed photos of various work items.

3. Payment –

- a. Payment Applications 1 through 15 have been received by GMB and paid by the Lewes BPW

4. DelDOT Items:

- a. Watermain installation and trench restoration/paving has been completed within Donovan's Road. There were no DelDOT related items since the previous progress meeting.

5. The Contractor shall contact MISS UTILITY and the Lewes BPW 48 hours in advance of any excavations.

6. Notification of Residents – GMB will coordinate with Teal Construction and notify residents a minimum of one (1) week in advance of any work being performed on their homes.

7. Communication with Residents, media, etc. – The Contractor is to direct all complaints, questions etc. to the GMB RPR.

- a. Residents are encouraged to bring any issues up to the GMB RPR immediately.
  - b. To help construction progress smoothly and to minimize disturbances, residents are advised to be aware when work is beginning near their property and to be responsive if GMB's RPR tries to contact them.
  - c. The locations of some of the existing utilities are not well known and brief service disruptions may occur.
8. Requests for Information (RFI's) – All RFI's to be submitted in writing to GMB, Attn: Vince Luciani.
9. Safety – **No safety issues have been reported to date.** Safety is the sole responsibility of the Contractor; the Contractor shall abide by all local, federal and state safety regulations including OSHA. The Contractor shall be solely responsible for initiating, formulating, supervising, reviewing and overseeing all SAFETY precautions, practices, procedures, and programs that are, or should be provided in connection with the work. Contractor will take all necessary or proper precautions for the SAFETY of and will provide the necessary protection to prevent damage, injury or loss to the work, property and/or persons. The Contractor shall comply, within the prices bid and without extra cost to the Owner, with all safety regulations or determinations issued by an agency of the Federal Government, including OSHA and the State of Delaware.
10. Submittals –
  - a. Teal Construction is to provide AIS certification for all materials that are required to comply with AIS requirements.
  - b. Roadway materials submittals will be required before paving.
11. Survey/Stakeout - Contractor is responsible for survey and layout/stakeout. Cut sheets are to be provided at least 24 hours in advance of installation.
12. Jobsite Conditions, resident complaints, etc. – None since last meeting.
13. Inspector Hours Used (3,500 total) –
  - i. Amount since last meeting – 187 hours
  - ii. Amount to date – 2,016 hours
  - iii. Amount remaining – 1,484 hours
14. Weather Delays – 1 since last meeting; 19 days total due to weather.

15. Trench Backfill – The contractor is requested to maximize the reuse of excavated material as much as possible. An area has been provided for stockpiling material excavated from the trenching so that it can be utilized as backfill. GMB will assess the suitability of the excavated material for use as backfill. GMB reported that the in-situ soils encountered to date were very good and suitable for backfill.
16. Status of Contingency Items:
  - B-3 Excavation Below Subgrade – 39.1 CY to date – 0 since last meeting
  - B-4 Gravel Bedding – 43.1 CY to date – 0 CY since last meeting
  - B-5 Misc. Excavation & Backfill – 2 CY to date – 0 CY since last meeting
  - B-6 Special Backfill – 376.7 CY to date – 0 CY since last meeting
  - B-10 Utility Crew Rate – 33 HR to date – 5 HR since last meeting
17. The Contractor shall be responsible for maintaining one (1) set of red-line record documents which are to be reviewed for consistency at each progress meeting and submitted to the Engineer at the project completion. Record drawings are to be provided by a professionally registered engineer or licensed surveyor.
18. Change Orders – No additional work shall be performed without authorization from the Owner. Any requests for time extensions must include adequate documentation.
  - a. CO No. 1 – CO in the amount of \$33,471.90 (99 @ \$338.10 ea.) for revisions to the water connections scope of work. Revisions include relocation of connection pit to 5' beyond curb stop, substituting a brass tee and plug for boiler drain and furnish and install of Ford dual check valve.
  - b. CO No. 2 – CO in the amount of \$41,168 (31 @ \$1,328 ea.) for each of the water service connections at those lots without mobile homes on them.
  - c. CO No. 3 – CO in the amount of \$116,223 for additional compensation related to differing site conditions. Specifically, Teal has claimed that the level of groundwater encountered at the site was much higher than anticipated based on the geotechnical information provided with the bid. As result, additional well-pointing was required to adequately dewater to allow installation of the sanitary sewer.

**TOTAL CHANGE ORDER AMOUNT: \$190,862.90**

19. Discussion Items

- a. Abandonment of Dosing Pump Station – There was discussion that the dosing pump station at the end of Central Ave will need to be abandoned.
- b. Heat trace tape need electrical connections – Residents were made aware that all water service connections will be provided with heat tracing above ground where the new service connects into the existing plumbing. No electrical outlets or connections are within the scope of this project. Residents are to make those connections if heat tracing is preferred.
- c. Storm drain and inlets in Central Ave – KDM was installing new storm drain and inlets crossing Central Ave at Central and Seneca.
- d. Water Valve Boxes- Location and Operation – GMB provided handouts showing the new water valve boxes and explained the operation of valves and drain plugs.
- e. Ms. Sharon Ashe asked who was responsible for property damages related to performance of the work. GMB notes that the project's contractor is responsible for any property damage that it causes. Ms. Ashe asked about the removal of a tree in the rear of her yard and DH indicated that there was no work done in that area and it is not the contractor's responsibility.
- f. Mr. Sam Saunders said that he had sent by email to VL an estimate for the repair of his concrete driveway but had not heard back from VL regarding this matter. VL indicated that he had never received the email. Mr. Saunders claims that the contractor drove on his concrete driveway and has caused damage. GMB had met onsite in March and reviewed this issue with Mr. Saunders and thought the issue was resolved then. GMB requested that Mr. Saunders re-send the email.

Mr. Saunders also complained that stormwater is entering his lot since the water and sewer work was completed. Mr. Saunders claims that water is now ponding beneath his mobile home. GMB committed to meeting Mr. Saunders the next day when heavy rain was forecasted. GMB is to meet during rainfall.

**The NEXT PROGRESS MEETING is scheduled for September 4, 2024, at 10:00 a.m. in the City of Lewes Council Chambers.**

Anyone taking exception to any of the above-listed items should notify this writer within ten (10) days of receipt.

Respectfully submitted,



Vincent Luciani, P.E.  
Senior Project Manager





Drain Plug

Shutoff Valve

Backflow Preventer



**SIGN-IN SHEET  
PROGRESS MEETING NO. 18**

**DONOVAN SMITH MOBILE HOME PARK SEWER AND WATER EXTENSION  
LEWES, DELAWARE**

**August 7, 2024  
TIME: 10:00 A.M.  
GMB PROJECT NOS. 170196/190117**

Name	Company	Email	Phone #
1. Vince Luciani	GMB	vluciani@gmbnet.com	(302)430-9544
2. ROBIN DAVIS	BPLD	RDAVIS@LEWESBORO.DEL.GOV	302 645-6228
3. Dunne Hoffman	GMB	dhoffman@gmbnet.com	302-519-3527
4. Toni Bowman	DSMHC	TBGRANDMA2@VERIZON.NET	717-475-8583
5. Ricka Lynn Hoyle	DSMHP	Obxhottube@aol.com	302-381-8341
6. JERI DEMOSS	DSMHP	JERIDEMOSS@COMCAST.NET	302-228-8743
7. Johnny Start	Teal	jstant@tealconstruction.com	302-270-7090
8. JOHN ROBITAILLE	S.O.L.	JROBITAILLE@CI.LEWES.DE.US	302 645-7777 x120
9. Chanelle Cormier	CDL		
10. Harry Caswell	HCJ	Harry@HarryCaswell.com	302 542-9447
11. Sam Sauls	DSMH	deepdreams@msn.com	702-422-2574
12. Chevon Agble	DSMT	N/A	302-853-3817
13. Keith Kooker	DNREC EF	Keith.Kooker@delaware.gov	301-759-9351
14.			
15.			
16.			
17.			