
PROGRESS MEETING MINUTES



68 Shipwash Drive Garner, North Carolina 27529 919.772.5393 tel. 919.772.1176 fax

PROJECT: **TOWN OF JAMESVILLE – Water Treatment Plant**

DATE: **July 19, 2023**

TIME: **10:00 AM**

LOCATION: **Jamesville Town Hall**

FUNDING AGENCY: **NCDEQ-DWI SRP-D-ARP-0111**

ENGINEER **MUNICIPAL ENGINEERING Inc.**
 Michael McAllister, M-ASCE Project Manager

CONTRACTOR: **Enviro-Tech Unlimited Construction Services, LLC**

TOPICS:

1. Attendees

Hon. Craig Tucker, Mayor	Town of Jamesville
Hon. Rachel Craddock, Commissioner	Town of Jamesville
Hon. Kim Cockrell, Commissioner/Administrator	Town of Jamesville
Hon. Willis Williams, Commissioner	Town of Jamesville
Samual Lilley	Town of Jamesville
Robbie Cockrell	Town of Jamesville
Joshua Power	Revelle Builders
Nick Brown	ETUCS
Joeseeph Surles	ETUCS
Bobby Blowe	Municipal Engineering, Inc.
Michael McAllister	Municipal Engineering, Inc.

2. Project Schedule

Nick Brown with ETUCS noted the following schedule :

Surveyor to stake building next week (week of July 24).

ETUCS is to be onsite the following week (week of July 31) for rough-in of piping below the foundation slab.

Pre-Engineered Metal Building onsite (week of August 16)

3. Change order status.

There are no change orders to date

4. Shop Drawing Status

The Engineer noted that all shop drawings received have been reviewed and returned to date. Mr. Nick Brown indicated an additional three shop drawings were in his possession and would be forwarded to the Engineer this week as follows:

No. 10	RO Treatment Package
No. 11	Generator
No. 12	Automatic Transfer Switch

The Engineer noted he would try to turn these around quickly due to the long lead times.

5. RFI Status

The Engineer noted there are no outstanding Requests for Information at this time.

6. Major Equipment Delivery Status

Mr. Nick Brown discussed the various delivery times for various items of equipment as follows:

RO Equipment:	6 months
Treatment Equipment	16 weeks.
Generator	± 52 weeks

7. Pay Request Status

The Contractor has not submitted any payment requests to date. It was noted that a couple of items needed by DWI were needed before payments to the Town could begin. The Engineer and Owner are working to provide those documents.

8. Contractor Concerns/Questions

Mr. Nick Brown noted they would call in Utility Locates (811) next week and asked that those utilities within the construction area be marked.

9. NCDEQ-DWI Questions/Concerns

The NCDEQ-DWI representative did not attend this meeting.

10. Owner Concerns/Questions

Mayor Tucker asked that the Contractor notify the Town when they needed equipment moved out of the way at the water plant site.

11. Engineer Concerns/Questions

The Engineer noted all of his questions were answered under the previous topics.

12. Misc. Questions

None

13. Next Progress Meeting

The next meeting will be held at the Jamesville Town Hall at 10:00 AM on **August 16**. The Engineer noted the Town had planned a groundbreaking at 10 AM immediately preceding the meeting at the Water Plant.

14. Adjourn

With no further business to discuss, the meeting was adjourned.



SIGN-UP SHEET – PROGRESS MEETING

MESCO Project No.: G-22060
Project Name: Town of Jamesville – Water Treatment Plant
SRP-D-ARP-0111

Date: July 19, 2023 – 10:00 AM

NAME	COMPANY	PHONE	email
Michael McAllister	Municipal Engineering Services	919-772-5393	mmcallister@mesco.com
<i>Craig A. Fischer</i>	<i>Jamesville Mayor</i>	<i>252-394-4402</i>	<i>jamesvillemayor@embarqmail.com</i>
<i>Joshua Powell</i>	<i>Reselle Builders</i>	<i>252-287-8251</i>	<i>Josh@resellebuilders.com</i>
<i>Bobby Blawie</i>	<i>MESCO</i>	<i>919-263-0657</i>	<i>bblaw@mesco.com</i>
<i>Robbie Cokerell</i>	<i>Public Works - Jamesville</i>	<i>252-217-0971</i>	<i>tcoker@jamesville.gov</i>
<i>JOSEPH SURLÉS</i>	<i>ENVIRO-TECH UNLIMITED</i>	<i>252-481-0521</i>	<i>JSURLÉS@ETUCS.COM</i>
<i>William E. Williams</i>	<i>MANIFESTVILLE</i>	<i>352-792-1272</i>	<i>WilliamWilliams@manifestville.com</i>
<i>Kira Cokerell</i>	<i>Town of Jamesville</i>	<i>252-792-6000</i>	<i>jamesville@embarqmail.com</i>
<i>Samuel Wiley</i>	<i>Town of Jamesville</i>	<i>252-859-2174</i>	<i>swiley@jamesville.gov</i>
<i>Rachel Craddock</i>	<i>Town of Jamesville</i>	<i>252-312-9110</i>	<i>rcraddock@jamesville.gov</i>

* Include FAX number or email address if you want a completed copy of the sign-up sheet sent to you.