



**Flagler Beach Project #570
South Central Avenue Water Main
Pre-Bid Meeting (October 28, 2024)**

MEETING MINUTES

I. Introductions

- a. Owner: Flagler Beach
 - i. Project Coordinator: Lee Richards (LR)
 1. LRichards@cityofflaglerbeach.com
 2. 386-517-2000 EXT 248
 - ii. Project Manager: Christine Novak (CN)
 1. cnovak@CityofFlaglerBeach.com
 2. 386-517-2000 EXT 242
 - iii. City Engineer: Bill Freeman (BF)
 1. bfreeman@cityofflaglerbeach.com
 2. 386-517-2000 EXT 230
 - iv. Public Works Superintendent – Jenifer Crews (JC)
 1. jcrews@cityofflaglerbeach.com
 2. 386-285-7737
 - v. Engineer of Record: Casey Cissell, Mead & Hunt (CS)
 1. Cassandra.cissell@meadhunt.com
 2. 386-414-5062

II. Bid Package

- a. LR went through the Project Manual pointing out various important milestones, form submissions with bid, unit pricing for Base Bid and Alternate #1.
- b. All questions must be sent to Penny Overstreet on or before November 5.
- c. All questions will be addressed in the addendum(a).

III. Scope of Work Review

- a. CS went through a summary of the scope of work.
- b. JC added information regarding the connection point and the connection locations.
- c. Alternate 1 is exploratory work to install a valve and valve box at the S. Third St. terminus of the new water line.
- d. There are laterals and other mains that connect into this new line of approximately 500 linear feet.
- e. The work also includes installing a dry reclaim water line for future use.

IV. Miscellaneous

- a. Project work north of the intersection at 2d St. S. and S. Central is the hotel construction area. The work in this project must coordinate with the work done by the hotel construction.
- b. A screen shot of the CPM schedule showing the timing of the hotel work will be provided in an addendum.
- c. The MOT is complicated and must be followed.
- d. Staging area is available at the Wastewater Treatment Plant. Coordinate with CN (Project Manager).