

**MINUTES OF PRE-CONSTRUCTION MEETING**

DATE: January 28, 2010

**PROJECT: BHT 41043-78623**

Superstructure replacement, substructure repairs, utility relocations, related approach work, and maintaining traffic on M-21 (Main Street) over the Flat River in the city of Lowell, Kent County.

**This project is based on the MDOT 2003 Standard Specifications for Construction.**

**START DATE: March 15, 2010**

**COMPLETION: October 1, 2010**

A Pre-Construction meeting for the above referenced project was held at 1:00 PM on Thursday, January 28, 2010. The meeting was held at the Grand Rapids TSC at 2660 Leonard Street, N.E., Grand Rapids.

**ATTENDANCE:** An attendance sheet was passed and is attached.

**SUPERVISORS:**

- A. Delivery/TSC Engineer: Tom Tellier – Grand Rapids TSC Office  
Project Engineer: Darrell Heuker – Grand Rapids TSC Office  
MDOT Inspectors: Mike Hickey – Lead Inspector
- B. Contractor: Anlaan Corporation  
Project Superintendent: Randy Wiers – 616-928-4647  
Project Safety Officer: Randy Wiers  
Company EEO Officer: Nick Baker – 616-638-4018  
Damage Claim Officer: Nick Baker
- C. Sub-Contractors: Please see the attached list of subcontractors.
- D. The contractor was reminded that subcontracts must be faxed or mailed to the Grand Rapids TSC (MDOT form 1302A, revision 09/05) prior to the start of work. In addition, the contractor must submit the "Post Certification of Subcontract Compliance", MDOT form 1386, as detailed on page 141 of the proposal, at the completion of the project.

**RIGHT-OF-WAY:**

- A. Status/Unusual Conditions:
1. Adjacent Property Owners and Structures – The Contractor was reminded of the sensitive nature of the project and the need to coordinate with nearby property owners and businesses.

**UTILITIES AFFECTED:**

- A. Contractor shall call "MISS DIG," a minimum of three full working days prior to beginning excavation and document the call. A copy of the verification shall be sent to the Project Engineer.
- B. Notice to Bidders, Utility Coordination, Utility Status Report, pp. 277-285.
- C. Consumers Energy Gas
  - 1. Consumers has an existing gas main on the south side of the structures that will require coordination to relocate.
  - 2. Consumers will need approximately 2 weeks between stages to transfer from the existing gas main to the new gas main.
  - 3. Please see the attached information sheet for more information regarding Consumers facilities.
- D. Lowell Light and Power
  - 1. Lowell Light and Power has conduits that the Contractor will remove and replace.
  - 2. The Contractor should contact Jeff Mullins for coordination.
- E. City of Lowell Water
  - 1. The city of Lowell has begun installation of a temporary water system to provide water to several properties during construction. Some additional work will be required this spring to complete the temporary feeds. Lee's Trenching is performing this work.
  - 2. The existing 12 inch water main will be taken out of service during construction and a new main will be installed.
  - 3. After the new water main is installed, taps will need to be installed to some properties to maintain water service during Stage II.
  - 4. The Contractor shall submit an emergency contingency plan prior to the start of work to address the potential need to activate the water main at this location in the event of an emergency.
- F. City of Lowell Sanitary Sewer
  - 1. The Contractor shall construct a by-pass pumping system to maintain sewer service during construction.
- G. A T & T Telephone
  - 1. A T & T has conduits attached to the bridges that are to be protected in place. If the conduits are damaged, contact John Driscoll to install new conduit.
- H. Comcast
  - 1. A new conduit is to be placed during Stage I and Comcast will relocate their facilities from the existing conduit to the proposed conduit between stages.

- I. King Milling Company
  - 1. The Contractor shall provide the required notice to King Milling for water drawdowns as detailed in the Proposal.
- J. Additional Remarks:
  - 1. An on site utility meeting will be held in late March.
  - 2. Steve Doyle requested that the Contractor provide a list to King Milling of authorized contacts for lowering the water level.

**MUNICIPALITIES AND/OR COUNTIES AFFECTED:**

- A. It is the contractor's responsibility to familiarize himself with all laws, ordinances, permits, traffic, safety and health regulations, haul route restrictions, MIOSHA, NPDES, etc.
- B. Kent County
- C. City of Lowell
  - 1. There is a location at Front Street that the Contractor could use for staging during construction.
  - 2. A stakeholders meeting will be held in mid-February.
  - 3. The King Milling memorial parking lot shall remain open at all times during construction. Contractor vehicles and/or equipment shall not be parked in this lot at any time.
  - 4. PCMS and/or static signing will be placed near the project to inform motorists that businesses are open during construction.

**TESTING:**

- A. Testing Orders - No testing will be done until the Testing Order is received. Submit one copy to MDOT Grand Region, Karen Morlan at 1420 Front Ave., NW, Grand Rapids, Michigan 49504; telephone (616) 866-1057, fax (616) 866-6355.
  - 1. All Testing Orders shall have individual items listed.
- B. The Project Engineer shall contact Karen Morlan regarding Independent Assurance Testing. **IAT's are not required.**
- C. An HMA Pre-Production Meeting will be held: Early March
- D. A Materials Meeting will be held: Early March
- E. A Concrete Pre-Pour Meeting will be held: Early March
- F. Additional Remarks:
  - 1. Samples are required for testing for the following items: geotextile, high performance biaxial geogrid, anchor bolts, turbidity curtain, and mechanical splices.

2. Testing Order are required for the following items: aggregate, traffic control devices, concrete, pavement markings, restoration items, electrical devices and materials, and strain poles.
3. Galvanic Anodes shall come from the Qualified Products list. The Contractor shall provide a general certification that the anodes meet the specifications.
4. Open graded drainage course will be sampled at the pit for acceptance since there is only 400 ton required for the project.

#### **SOIL EROSION & SEDIMENTATION CONTROLS:**

- A. The Contractor must use good soil erosion control practices during all stages of construction especially near culverts, ditches and wetlands to control runoff and prevent sedimentation.
  1. Appropriate SESC measures shall be in place prior to beginning construction.
- B. Permits:
  1. MDEQ Permit 09-41-0033-P, pp. 74-80. A copy of the MDEQ permit shall be on site at all times during construction.
  2. Special Provision for Obtaining Required NPDES Permits for Storage Areas, Disposal Areas, and Borrow Areas, pp. 150-151.
- C. Additional Remarks:
  1. Special Provision for Non-Compliance with Soil Erosion and Sedimentation Control Requirements, pp.164-165.

#### **TRAFFIC:**

- A. Contractor's 24-Hour Emergency Phone: Randy Wiers – 616-928-4647  
Nick Baker – 616-638-4018
- B. The MDOT Project Engineer will inform local agencies of Emergency Phone numbers.
- C. The Grand Rapids TSC Permit Engineer is to be informed of any lane width restrictions by the MDOT Project Engineer.
- D. Maintaining Traffic Special Provision: pp 38-73.
  1. No detours shall be permitted before April 5, 2010. Two-way traffic shall be maintained utilizing flag control as necessary during pre-stage work.
  2. The Contractor shall submit a Work Area Access Plan prior to the start of work.
  3. Pedestrian Access shall be maintained to all businesses and residences at all times during construction.
  4. Drawdown of the water level shall not begin prior to July 12, 2010 for Stage II.
- E. The Contractor shall give the Project Engineer a minimum of 72 hours notice before implementing any shoulder, lane or road closures. The PCMS Boards shall be placed on the project a **minimum of one week** prior to the start of the project.

- F. The Contractor is reminded of the Traffic Control Devices inspection required by Section 812.03.F. The contractor shall submit a proposed form for this report (see format in Section 812.03.I.6) to the Project Engineer for review and comment prior to the start of work. (Also, weekly light inspections will be required per Section 812.03.I.6).
- G. Per section 922.02 of the Standard Specifications for Construction all sign systems must be approved by the FHWA and MDOT as meeting NCHRP-350 crashworthy requirements. Per section 922.01, the contractor must furnish the Engineer with certification that the materials and devices conform to these specifications.
- H. All traffic control devices shall be approved and accepted for payment prior to the project start date and before the devices are installed on the project.
- I. Special Provision for Traffic Control Quality and Compliance, p. 248. The Contractor is reminded of the timely requirements for correcting or implementing changes to traffic control.
- J. Special Provision for Temporary Signs, pp. 245-247.
- K. Special Provision for Temporary Removal of Portable Signs, p. 249.
- L. Additional Remarks:
  - 1. N. Baker indicated that Nederveld & Associates will stake the detour signs during the week of March 22.
  - 2. MDOT will supply a list of sign changes for the detour route to the Contractor.

#### **REVIEW OF PROPOSAL:**

- A. The contractor is reminded of the requirement of timely notification for extensions of time and/or claims. (2003 Standard Specifications for Construction Section 104.09 & 108.10).
- B. Addenda:
  - 1. Addendum A: Updated General Wage Determination.
- C. DBE Requirements: **5.0%**
- D. Notice of Requirement for Affirmative Action.
  - 1. Goals for minority participation for each trade: **5.2%**
  - 2. Goals for female participation in each trade: **6.9%**
- E. Construction Safety Program with local emergency numbers; copies are to be provided to the Project Engineer and the foreman prior to starting work. **Received at the Precon.**
- F. The use of Private or Public Property - Permission and Release - copies are to be provided to the Project Engineer.

- G. Posting of Bulletin Board Information – Required.
- H. Certified Payrolls – Required. Certified Payrolls shall include, at a minimum, the information required on U.S. Department of Labor Form WH-347, found on MDOT's website. Proposal p. 260.
- I. As described in section 109.09 of the Standard Specifications, the contractor will provide written notification when the work is completed. This is required for final MDOT acceptance and payment.
- J. Progress Clause, p. 37.
- K. Review of Plans:
- L. Review of Proposal:
1. Special Provision for Water Level Control by King Milling Company, pp. 81-82. **The Contractor shall provide a minimum of 7 days advance notice prior to the drawdown of the river.**
  2. Special Provision for Monitoring Vibrations, pp. 101-103. **D. Heuker reminded the contractor of the requirement to submit a plan for monitoring vibrations during construction. Part of the vibration monitoring plan shall include video taping the adjacent buildings both before and after construction.**
  3. Special Provision for False Decking, Special, p. 110. **D. Heuker reminded the contractor of the requirement to submit a false decking plan for approval a minimum of 3 weeks prior to demolition of the bridges.**
  4. Special Provision for Decorative Concrete Sidewalk, pp. 113-116. **A test section of 16 sft. is required prior to production. The contractor performing this work shall be ACI or MCA certified to perform decorative concrete work.**
  5. Special Provision for Critical Path Method Network Schedule, pp. 133-138. **N. Baker indicated that a CPM will be submitted prior to the start of work.**
  6. Special Provision for High Visibility Clothing, p. 148.
  7. Special Provision for Source of Steel and Iron, p. 149.
  8. Special Provision for Migratory Bird Protection, p. 152.
  9. Special Provision for On the Job Training, p. 158.
  10. Notice to Bidders for Water Surface Elevations, p. 274.

11. Notice to Bidders for Construction Coordination at Buildings, p.275. **D. Heuker indicated that coordination meeting(s) will be held with the adjacent property owners to keep them informed of the project status.**

12. Supplemental Specification for Asbestos Notification, p. 298.

13. Special Provision for Alterations to the Municipal Water System, pp. 299-307.

M. Additional Remarks:

1. Al Halbeisen indicated that Liz Baker at the Chamber of Commerce inquired what signing will be placed regarding the businesses through downtown. D. Heuker will follow up with L. Baker.

# PROGRESS SCHEDULE

Information required by MDOT in order to establish a construction schedule.  
Distribution: Original - Finance/Contracts, copy - Region, copy - Project files

CONTROL SECTION BHT 41043	JOB NUMBER 78623A	<input checked="" type="checkbox"/> INITIAL	<input type="checkbox"/> UPDATE
PROPOSAL ITEM NUMBER 1001006	LETTING DATE 01/08/10		

OUTLINE OF PROPOSED ORDER OF WORK FOR CONTROLLING WORK ITEMS - when approved, this outline will become part of the contract.

CONTROLLING WORK ITEM	DURATION OF CONTROLLING OPERATION	
	START (Date/Work Day)	COMPLETE (Date/Work Day)
<input type="checkbox"/> CALENDAR DAY <input type="checkbox"/> WORK DAY <input checked="" type="checkbox"/> CALENDAR DATE		
ATTACHMENT <input type="checkbox"/> CRITICAL PATH <input type="checkbox"/> BAR CHART <input type="checkbox"/> LINEAR SCHEDULE		
Pre Stage 1		
Lighting, Railing, Misc Removals (no detour) ✓	3/15/2010*	4/4/2010
Stage 1 - North Side Construction		
Pavt Marking & Detour	✓ 4/5/2010	4/6/2010
Building Face & Bridge Removal	4/7/2010	4/15/2010
Substructure Construction	4/16/2010	4/25/2010
Superstructure Construction	4/26/2010	5/30/2010
Complete Utilities within Bridge	5/31/2010	6/3/2010
Complete Underground Items	6/4/2010	6/11/2010
Complete Roadway Grading	6/12/2010	6/21/2010
Complete Roadway Paving & Pavt Marking	6/22/2010	7/5/2010

REMARKS

Stage 1 - Mill Pond to be Lowered From 4/6/2010 to 4/30/2010 (25 Cal Days\*).  
 Stage 2 - Mill Pond to be Lowered From 7/15/2010\* to 8/8/2010 (25 Cal Days\*).  
 \*Dates & Times as indicated in the proposal  
 No work on Holidays or Local Events as defined by the Engineer & Proposal

CONTRACT COMPLETION WORKDAYS	10/1/2010	Conformance with progress clause and proposal (Maintain traffic requirements) <input checked="" type="checkbox"/> Yes	
OPEN TO TRAFFIC DATE(S) WORKDAYS	10/1/2010	Overlapping dates? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, If yes, attach justification.	
A + B bid? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, If yes, enter date(s):		If A + B bid or rental (lane/bridge/ramp), is schedule in accordance with contract? <input type="checkbox"/> Yes	
Lane/Bridge/Ramp rental <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		Incentive/ Disincentive? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
CONTRACTOR NAME (PRINT) Nick Baker - Vice President		If yes, enter maximum total incentive amount: \$	
CONTRACTOR SIGNATURE 	DATE 1/28/2010	LOCAL AGENCY	DATE
		APPROVAL - MDOT'S ENGINEER FOR REGION (Signature) 	DATE 1/28-10

# PROGRESS SCHEDULE

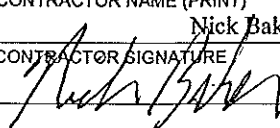
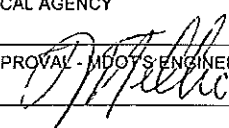
Information required by MDOT in order to establish a construction schedule.  
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<input type="checkbox"/> CALENDAR DAY <input type="checkbox"/> WORK DAY <input checked="" type="checkbox"/> CALENDAR DATE		
ATTACHMENT <input type="checkbox"/> CRITICAL PATH <input type="checkbox"/> BAR CHART <input type="checkbox"/> LINEAR SCHEDULE		
Stage 2 - South Side Construction		
Pavt Marking & Traffic Control	7/6/2010	7/7/2010
Install Utility Support	7/8/2010	7/12/2010
Bridge Removal	7/13/2010	7/20/2010
Substructure Construction	7/21/2010	7/30/2010
Superstructure Construction	8/2/2010	8/22/2010
Complete Utilities within Bridge	8/23/2010	8/26/2010
Complete Underground Items	8/27/2010	9/5/2010
Complete Roadway Grading	9/6/2010	9/19/2010
Complete Roadway Paving Pavt Marking	9/20/2010	9/29/2010
Project Complete	9/30/2010	10/1/2010*

REMARKS

CONTRACT COMPLETION WORKDAYS 10/1/2010		Conformance with progress clause and proposal (Maintain traffic requirements) <input checked="" type="checkbox"/> Yes Overlapping dates? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, If yes, attach justification. If A + B bid or rental (lane/bridge/ramp), is schedule in accordance with contract? <input type="checkbox"/> Yes Incentive/ Disincentive? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes, enter maximum total incentive amount: \$
OPEN TO TRAFFIC DATE(S) WORKDAYS 10/1/2010		
A + B bid? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, If yes, enter date(s):		
Lane/Bridge/Ramp rental <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		
CONTRACTOR NAME (PRINT) Nick Baker - Vice President		LOCAL AGENCY
CONTRACTOR SIGNATURE 		DATE 1/28/2010
		APPROVAL - MDOT'S ENGINEER FOR REGION (Signature) 
		DATE 1-28-10

# Attendance of Pre-Construction Meeting

Project: 41043-78623A

Date:

January 28, 2010

Description of Work: Superstructure replacement, substructure repairs, utility relocations, related approach work and maintaining traffic on M-21 (Main Street) over the Flat River in the city of Lowell, Kent County.

Name	Representing	Address	email	Phone/Cell	Fax
Darrell Heuker	MDOT-Grand Rapids TSC	2660 Leonard St. NE Grand Rapids, MI 49525	heukerd@michigan.gov	616-464-1802 616-262-4293	616-464-1189
KIRK MORTON	Consumers Energy	530 W Willow ST Lansing, MI 48906	Kamortan@consumersenergy.com	317-374-2140 <del>517-374-2140</del>	517-487-6161
Curtis Fater	Consumers Energy	530 W Willow LANSING, MI 48906	CJFater@ ConsumersEnergy	517-374-2345	517-437-6161 616-896-6761
Nick Becker	Hudson Corporation	PO Box 333 Grosse Pointe, MI 48109	Nickbecker@hudson.com	616-897-0074	616-897-1104
AL HANBERSON	HH ENGINEERING	PO BOX 348 Lowell, MI 49331	ahalberson@hhenryll.com	780-5353	
Steve Doyle	King Milling Co.	115 S. Broadway Lowell 49503	sdoyle@kingmilling.com	897-9264	897-4350
Mike Elsoms	Nederveel Inc	217 Brandville Ave Suis GR	mike.e.nederveel.com	437-2671	575-6644
Mike Hickey	MDOT GR TSC	2660 Leonard St. NE		616-873-9178	
JASON GAZIERA	MDOT GR TSC	GRAND RAPIDS MI 49525	gaj@consumersenergy.com	616-295-1916	616-464-1189
ADAM VANDERCOOK	MDOT TRAFFIC + SAFETY	"	Vandercooka@mdot.michigan.gov	616-464-1806	"
TOM TELLIER	MDOT - CIVTSC - DELIVERY	"	TELLIER@MICHIGAN.GOV	616-464-1800	"
Todd Myers	Williams & Wilkes	549 OTTAWA AVE. GR, MI 49503	TOMMY@WILLIAMS-WILKES.COM	616-822-6284 ext 616-224-1500	616-224-1501
Robert Robinson	City of Lowell	301 E. Main Lowell MI 49331	Lowell@lowell.net	616-897-5929	616-897-8478
James Hunter	City of Lowell	111 W Monroe St Lowell MI 49331	jhunter@ci.lowell.mi.us	616-897-7123	616-897-4074
David Pasquale	City of Lowell	301 East Main St Lowell MI 49331	dPasquale@ci.lowell.mi.us	616-897-8457	616-897-4085
DAN DESJARDEN	City of Lowell	301 E. Main St Lowell Mich 49331	d.desjardens@ci.lowell.mi.us	616-897-5921	616-897-8478





CORPORATION

P.O. Box 333 • Ferrysburg, MI 49409 • Phone 616.846.8442 • Fax 616.846.6761

**Project Contact Information**

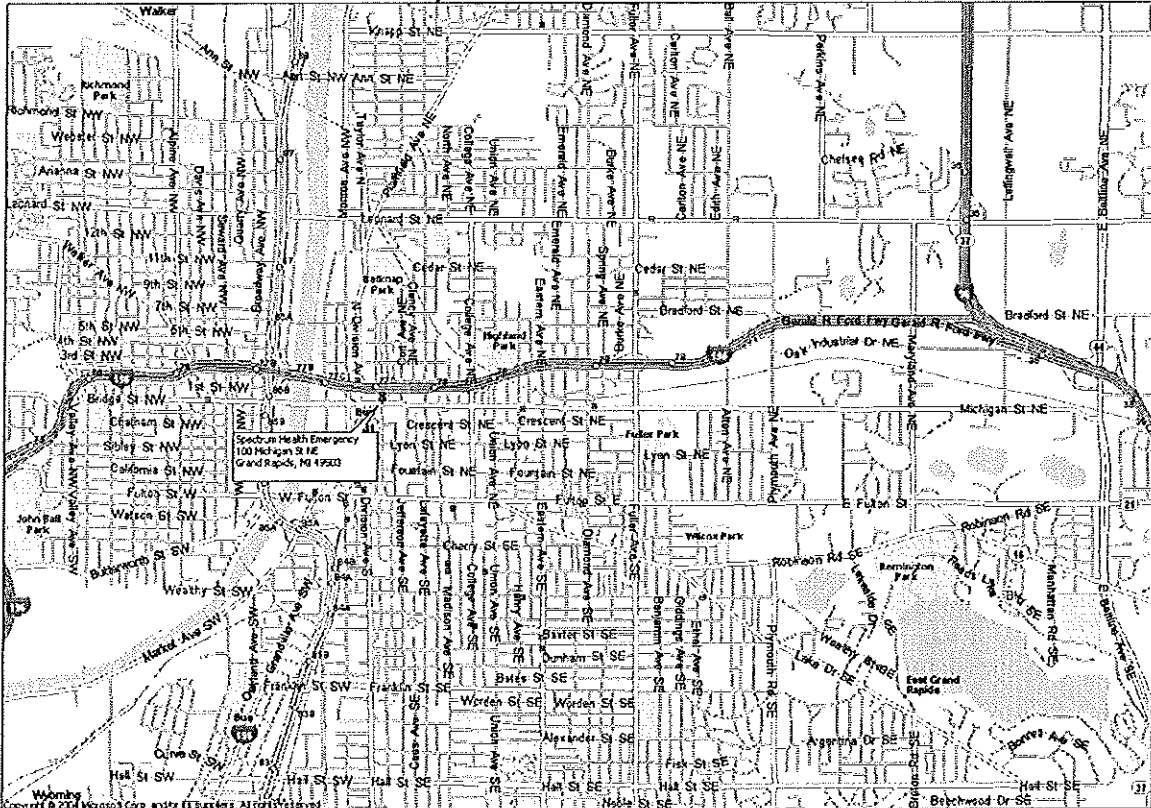
**Project: M-21 over the Flat River superstructure replacement in the City of Lowell, Kent County  
MDOT # BHT 41043 - 78623  
Anlaan Project # 1008**

24hr Emergency Contact: Anlaan Corporation – Randy Wiers – 616-928-4647  
Anlaan Corporation – Nick Baker – 616-638-4018  
Give 'Em A Brake Safety – 616-531-8705

Project Contacts: Project Manager: Nick Baker  
Project Superintendent: Randy Wiers  
Traffic Control Supervisor: Randy Wiers

Safety Contacts: Company Safety Supervisor: Robert Hicks – 517-402-2196  
Project Safety Supervisor: Randy Wiers  
Company EEO Officer: Nick Baker

Nearest Hospital: Spectrum Health Emergency Center – 616-391-1680  
100 Michigan St. NE  
Grand Rapids, MI 49503



**M-21(Main Street) over the Flat River, Lowell, Michigan**  
**MDOT BHT 41043-78623**  
**Subcontractors / Supplier**

<b>Contractor</b>	<b>Address</b>	<b>Phone</b>	<b>Item of Work</b>
Diamond Concrete Sawing	855 Godfrey Ave SW Grand Rapids, MI 49503	616-245-3100	Concrete Sawing
Kentwood Excavating	3401 Broadmoor SE Grand Rapids, MI 49512	616-949-5250	Grading and Roadwork
Soils and Structures	6480 Grand Haven Road Muskegon, MI 49441	800-933-3959	Vibration Monitoring
Bee Steel	PO Box 3311 Grand Rapids, MI 49501	616-363-6694	Reinforcing Steel and Metal Decking Installation
American Asphalt, Inc	PO Box 80716 Lansing, MI 48908	517-484-0260	Asphalt Paving
F & M Construction	PO Box 365 Diamondale, MI 48821	517-868-4078	Miscellaneous Concrete
Give 'Em a Brake Safety	2610 Sanford Ave. Grandville, MI 49418	616-531-8705	Traffic Control
Driesenga & Associates	4398 Roger B. Chaffee, Suite 200 Grand Rapids, MI 49548	616-249-3800	Concrete Quality Assurance
Pneumatic Restoration	1117 Poplar Street, Suite #1 Fenton, MI 48430	810-629-5663	Concrete Surface Coating
DVT Electric	5151 S. Division Ave, SW Wyoming, MI 49548	616-538-0039	Electrical
Nederveld	217 Grandville Ave SW Suite 302 Grand Rapids, MI 49503	616-575-5190	Contractor Staking
Michigan Pavement Marking	PO Box 9673 Wyoming, MI 49509	616-261-3111	Pavement Markings
Yellow Rose Transport	3531 Busch Drive Grandville, MI 49418	616-534-0077	Aggregate Supplier
Consumers Concrete	3508 S. Sprinkle Road Kalamazoo, MI 49003-2229	269-342-0136	Concrete Supplier
Cardinal Fabricating	3394 Corwin Road Williamston, MI 48895	517-655-2155	Structural Steel Supplier

Premarc	2701 Chicago Drive SW Grand Rapids, MI 49519	616-534-9645	Precast Supplier
Consolidated Systems	650 Rosewood Drive Columbia, SC 29202	803-540-2247	Metal Decking Supplier
Hymmco	51800 Pontiac Trail, Ste 1 Wixom, MI 48393	248-446-8162	Reinforcing Steel Supplier



P.O. Box 333 • Ferrysburg, MI 49409 • Phone 616.846.8442 • Fax 616.846.6761

## CONSTRUCTION SAFETY PROPOSAL

We propose to carry out a safety program on this project which will be part of our operating procedure and in accordance with the requirements of the supplemental specifications for accident and fire prevention. It is our intention to provide such instruction to the employees and to make the facilities available so that accidents and resulting work interruptions may be avoided.

We will also submit reports on accidents involving injury to employees or damage to property.

Randy Wiers is designated as our safety supervisor. He will represent us and our subcontractors in our contact with the Contracting Officer and will be responsible for administering our accident prevention program.

Our employees will be instructed regarding action to be taken in case of an accident, including names of those who can administer first aid. We will maintain an area in our field office which can be used as a first aid station. This will be located at the site. First aid kits will be located there.

Available Hospital	Spectrum Health 616-391-1680
Available Fire Department:	Central Dispatch Emergency 911
Available Police Department:	Central Dispatch Emergency 911
Available Ambulance:	Central Dispatch Emergency 911

Arrangements will be made with the fire fighting units. In case of fire, fire extinguishers will be in the possession of our foremen.

We will report accidents promptly to the Contracting Officer.

Employees will be cautioned to wear protective apparel, according to the nature of the work. The entire project shall be designated as a "Hard Hat" area. All persons working in or visiting this area will be required to wear a hard hat and, when necessary, safety goggles.

### FIRE PREVENTION AND PROTECTION

To reduce the possibility of fires, good housekeeping will be stressed and storage areas will be cleared before storage of combustible materials. No combustible materials will be stored under structures, near buildings, or under scaffolds or forms. Welding or similar operations will be carefully supervised to avoid the danger of fires. Fire extinguishers will be kept serviceable and in good condition.

14. All vehicles requiring same shall have backup alarms.
15. All of our Sub-Contractors will be required to adhere to the Safety Program of Anlaan Corporation. It will be necessary for them to hold safety meetings and to abide by the same rules as Anlaan Corporation. Any deviation from the approved method will be immediately brought to their attention and changed.
16. Adequate fire extinguishers will be placed about the job in easily accessible areas. A special fire extinguisher will be available for electrical type fires, when required.
17. Each accident will be reported to the Contracting Officer with a written report. Copies of this accident report will go to our insurance company, the main office, and the Contracting Officer. This report will include the results of the investigation of the accident and outline the cause and remedial action taken.
18. The project will be inspected by the Superintendent with a representative of the Contracting Officer. Any deficiencies will be reported immediately.
19. Any problems pertaining to this list of subjects as well as any others encountered from a safety and accident prevention standpoint will be properly dealt with in the interest of safety.

Very truly yours,

ANLAAN CORPORATION



Nick Baker  
Vice-President

DRA/js

## TRAFFIC CONTROL

Traffic over the project will be handled in the best interest of the public and in accordance with the specifications for maintaining traffic. Barricades, signs, etc., which are the responsibility of the contractor, will be properly maintained. Supervision responsible for maintaining lights will give this matter careful attention, particularly over weekends, holidays, or when construction operations are not in progress.

The following is a list of subjects that shall be addressed on a routine basis to assure that all work is being performed in the safest possible manner.

1. All of our employees are encouraged to look out for their own safety and that of their fellow workers. The Superintendent will be responsible for all phases of the job safety program, and he will allocate responsibility to his foremen to cover each phase of the project. Safety meetings will be held on the job each week and a representative of our Insurance Company will make regular visits to the job.
2. We will provide one or more temporary sheds which may be used by our crew as shelters in the event of weather occurrences too severe for safe work. Salamanders will not be used. Any heating devices used will be totally enclosed. Fuel tanks for heating devices will be located away from the building. Temporary wiring will be done by journeyman electricians and will comply with the National Electrical Safety Code.
3. Hard hats will be worn at all times by employees and visitors in the designated hard hat areas. Goggles, gloves, and welding hats and hoods will be used where and when necessary.
4. All of our mechanical equipment will comply with "Safety Requirements." The job superintendent will be responsible for a daily inspection of the equipment to insure that it is in good and safe working condition at all times.
5. Fuel for the equipment will be in storage tanks located in an area approved by the Contracting Officer. Flammable fuel tanks shall be electrically grounded and adequately diked.
6. Portable electrical equipment will be grounded with a grounding system of approved type.
7. Good housekeeping to be maintained on office site and equipment storage areas. Debris shall be removed daily or whenever it constitutes an immediate hazard.
8. Totally enclosed gas or wood fire space heaters will be used for heating.
9. Unusable material will be hauled to the dump. Reusable material will be stored in accordance with the instructions to the Area or Project Engineer.
10. Protective headgear will be distributed to all employees.
11. Safety instructions to employees will be accomplished through meetings, safety bulletins, and posters.
12. Each project shall have a person qualified to administer First Aid and a First Aid Kit will be kept in his office. A record of all first aid administered will be kept. We will post the name and phone numbers of our insurance doctors along with ambulance and fire department telephone numbers.
13. Adequate and approved type sanitary facilities will be provided. Toilets will be approved chemical type and they will be kept in a clean and sanitary condition. Drinking water will be kept in five gallon igloos and paper cups will be available.

**PRE-CONSTRUCTION MEETING - CONSUMERS ENERGY ADDENDUM**

**PROJECT:** M-21 Bridge over Flat River **DATE:** 1-28-10

**ITEMS DISCUSSED WITH :** Anlaan Corporation (CONTRACTOR)

**1. MISS DIG / Public Act 53 - 1-800-482-7171**

- A. Three work days' notice
- B. Hand-exposing in advance
- C. Support and protection of Consumers Energy facilities as per the "Facility Damage Prevention Guide"
- D. Construction schedule changes

**2. EMERGENCY SITUATIONS - 1-800-477-5050**

- A. Broken lines
  - 1. Protect the public
  - 2. Call above Consumers Energy number and call Public Safety Departments
  - 3. Don't "under any circumstances" touch or attempt to control damaged facilities
- B. Gas main coating is damaged
- C. Dents / stresses

**3. CONTACT CONSUMERS ENERGY WHEN:**

- A. Unknown lines / fittings are exposed
- B. Aboveground / surface facilities are disturbed
- C. C. Re-call for staking when:
  - 1. No markings / clearances were given
  - 2. Unable to locate with hand tool
  - 3. No response from Steve, Mike & Pat (SM&P)

616 452-2382 SM&P  
616 452-2342 DISPATCH CENTER
- D. Protective wrapping on abandoned pipe is exposed, due to its potential to contain asbestos, unless it has already been handled using appropriate asbestos abatement procedures.
- E. Consumers Energy contact-Damage Prevention Coordinator -- Tabitha Morgan  
517-374-2260 Ofc, 517-242-2365 cell

**4. CONSUMERS ENERGY ENGINEERING DEPT. CONTACTS:**

		<u>Phone:</u>	<u>Pager:</u>
Supervisor:	Ted Prinz	517-374-2124	517-341-0285
→ Sr. Technician: (gas only)	Curtis Fater	517-374-2345	517-340-0090
Technician: (gas only)	Chris McCall	517-374-2394	517-232-6728
Technician: (gas only)	Doug Furman	517-374-2375	517-341-8091
→ Technician: (gas only)	Kirk Morton	517-374-2140	517-341-0637
Technician: (gas only)	Jeremy Beard	517-374-2031	517-229-1354
Technician: (electric only)	Pete Jewett	517-374-2366	517-331-2031
Sr. Technician: (electric only)	Tom Barnhill	517-374-2255	517-341-4406
Technician: (electric only)	Dan Smith	517-374-2259	517- 341-0019

**5. CONSUMERS ENERGY GAS CONSTRUCTION DEPARTMENT:**

Tim Kutyna	517-374-2224	517-534-2612
Dan Baker	517-374-2232	517-228-1375

Conflicts / special conditions: \_\_\_\_\_