

- I. Preliminaries
 - a. Sign in sheet
 - b. Welcome
 - c. Introductions (VDOT/Consultants Only)
- II. Administrative Objective
 - a. Project purpose (Weitzenfeld): Improve substandard Rural Major Collector to current standards. Discussed EMS usage, Park & Ride location (bicyclists), high traffic count, potential truck traffic from possible Elliston Intermodal Connector creating need for paved shoulders.
 - b. Unique Items (Weitzenfeld, WRA):
 - i. Culvert & DCR property (Sheet 5) - Easement to remove existing culvert. Important to stay off of DCR property.
 - ii. Railroad (Sheets 6-10) - Several 1000' of Route 603 runs alongside of R/R right of way.
 - iii. Wetlands (Sheets 7 & 8)
 - iv. Big cut (Sheets 12-15, ~Sta. 77+00-95+00 Rt.) No residences inside these limits.
 - v. South Fork Roanoke River adjacent (Sheets 13-14) - Contractor will need to make every effort not to impact the river.
 - vi. 10 mo. road closure
 - vii. EMS facility (See Special Provision p. 198). Contractor will be responsible for securing site.
Fire and rescue squads currently use route 603 to access emergencies on I-81. The temporary facility is necessary to keep their response times low.
 - c. New contract SPCN, SP, Specs (Weitzenfeld, Steve Phillips)
 - i. Controlled Blasting (p. 194)
 - ii. Temporary Fire & Rescue Facility (p. 198)
 - iii. Norfolk Southern Construction Right of Entry Agreement & Permit (p. 203) - Contractor is advised to be aware of this 23 page section of the proposal.
 - d. Predetermined Wage Rates are required (see p. 6 of Provisions)
 - e. 5% DBE Requirements (Weitzenfeld)
 - f. Time limit: fixed date (Steve Phillips) - Fixed completion date for this project is July 1, 2016. The substantial completion date is May 31, 2016 and will be considered fulfilled once the travelling public receives the full benefit of the project. The one month separation between the fixed completion date and substantial completion date is for final inspections and punch list items.
 - g. Incentives\disincentives (Steve Phillips) - The incentive is \$3100/day with a maximum of \$46,500 for completing the project prior to the substantial completion date. A disincentive of \$1550/day will be applied if the substantial completion date is not met as per the special provision. A 313 day closure is allowed. If less time is used a \$2500/day incentive will apply with a maximum of \$100,000. A \$2500/day disincentive will apply if the road closure is in effect for longer than 313 days.
- III. Scope of Work
 - a. N/A
 - b. Traffic Sequence, detours/road closures, work zone limitations, special bid items
 - i. Sequence/MOT (WRA)- 4 main parts to the project
 - 1. Box culvert
 - 2. Road closure that permits the big curve and big cut work to be performed.

3. Middle section of project.
 4. End of project tying into Route 11. Intersection may need to be closed to perform a portion of this work. Traffic could be rerouted through Enterprise drive.
 - ii. Road Closures (Weitzenfeld/WRA) - No residences adjacent to Big Cut
 - iii. Work Zone Limitations (TMP Sheet 1G(1)) (Weitzenfeld)
 1. Allowable hours: 8:00-4:30 7 days per week
 - iv. Special Bid Items (Weitzenfeld)
 1. 39050 – Temporary Bunk House & Garage – these are Lump Sum items.
 - a. The temporary facilities must be approved by VDOT and Montgomery County.
 - c. Environmental Items (Janet Smith)
 - i. Types of permits- Nationwide 23 permit.
 - ii. Special Requirements/TOYR- No time of year restrictions apply to this project.
 - d. Status of Utilities (Weitzenfeld)
 - i. Read email from Brad Bowles
 1. Contact numbers and a schedule are in the utility special provision.
 2. APCO and Verizon are both scheduled to begin their relocations in 2 weeks.
 - e. Status of R/W (Weitzenfeld)
 - i. Email from Michael Black
 1. 11 Condemnations
 2. Parcel 4 is owned by DCR and will be monitored by them.
 3. Parcel 9 is still being negotiated with R/R. Jesse will stay on top of this.
 4. The Conners own Parcels 10 and 30 and have many concerns. They own livestock that is fenced in at this location.
 5. The Carners own Parcel 017 and keep horses on their property. A proposed storm water management facility will go through their horse pasture.
 6. Fence replacement is required in some locations. These minutes will specify who is responsible for the temporary and permanent fence replacement.
- IV. End of Project Showing
- a. Question/Answer period
 - i. Railroad flagmen will be required during certain activities in the R/R's right of way.
 - ii. Is there a cofferdam pay item for the construction of the box culvert?
 - iii. There's a large wetland on Sheet 7 that's shown as being partially filled in. How will this be accomplished?
 - iv. There was a question about the plans requiring 20' roadway width to be maintained after hours. Traffic will be allowed to run on aggregate base after hours.
 - v. Is there a quantity for maintenance stone? WRA will verify.
 - vi. Randall Phillips with WRA said presplitting will not be required in the big cut. This was evaluated and determined by the geotechnical engineers based on the borings. The plans show a rock fall out ditch.
 - vii. One of the attendees asked about where to direct questions concerning the temporary fire and rescue facilities. At this time all questions should go through

the CABB system. After the contract has been awarded questions should go through VDOT.

viii. Randall Phillips with WRA said a detail is provided in the plans showing how the wetlands are to be filled in. The detail is on sheet?

ix. Questions were asked about the utility special provision and whether the utilities would be moved prior to construction.

x. Is there a permit in place for the pipe jacking (boring) under the railroad? Weitzenfeld answered yes we have a railroad permits but would verify that it covered this activity.

- b. Attendees were notified a copy of the minutes would be sent to them within five days.
- c. All future questions are to be asked and responded to using the CABB system on the Construction and Maintenance website.
- d. No one wanted to visit the site as a group, so a site visit was not part of the meeting.
- e. Conclusion, thanks for attending.

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF TRANSPORTATION
PROJECT SHOWING ATTENDANCE SHEET

CONTRACT ID. NO.: C000925588C0 PROJ. NO.: (NFO)0603-060-732, C501, AREA CONSTRUCTION ENGINEER: Duane Mann, P.E., PMP
 ROUTE: 603 COUNTY: MONTGOMERY DATE: April 3, 2014
 DISTRICT: SALEM CONSTRUCTION AREA: CHRISTIANSBURG RESIDENCY TIME: 2:00 PM

REPRESENTATIVE	COMPANY	COMPANY ADDRESS	EMAIL ADDRESS	PHONE NUMBER
Jesse Weitzenfeld	VDOT	731 Harrison Ave, Salem, VA	jesse.weitzenfeld@vdot.virginia.gov	540-378-5050
Randall Phillips	WRA	1200 Kraft Dr. B'burg Va.	rphillips@WRALLP.com	540-951-3727
Dan Brugh	LAS Trucking & Const	2245 Prospect Dr. B'burg VA	brughdan@yahoo.com	540-320-5263
Lisa Altis DBE	LAS Trucking + Const	2245 Prospect Dr. B'burg	lisaaltis@yahoo.com	540-641-1434
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