

# Pre-Construction Meeting Agenda

Project ID(s): **5849-02-07**

Hwy, Limits, County: **C Fitchburg, Syene Rd; McCoy Rd Intersection, Dane County**

Meeting Date & Time: **Thursday, February 27, 2025 at 10:30 AM**

Meeting Location: **SW Region Madison Office Columbia Conference Room & Virtually via Teams**

Standard Specifications: **2024 Edition**

## INTRODUCTIONS

- A. Distribute agenda
- B. Distribute attendance roster
- C. Meeting purpose
- D. Have all parties introduce themselves

## GENERAL PROJECT INFORMATION

- A. Project ID / Federal ID: **5849-02-07 / WISC 2024405**
- B. Work Involved: **Grading, Base, Asphalt Pavement, Curb and Gutter, Sidewalk, Concrete Driveway, Storm Sewer, Guardrail, Signs, Pavement Markings, Traffic Signals, Street Lighting**
- C. Contract Cost: **\$2,563,590.07**
- D. Let Date: **8/13/2024**
- E. Contract Executed Date: **9/13/2024**
- F. Anticipated Start Date: **3/17/2025 (Start date postponed until 3/24/2025)**
- G. Project Completion Date: **8/29/2025**

## PROJECT PERSONNEL

- A. DOT
  1. Supervisor: **Alex Hagen**
  2. Project Manager: **Mark Sponem**
  3. Project Engineer: **Joey Baird, HNTB**
  4. Additional project Staff: **Tyler Krystal, Matt Davis (Intern)**
- B. Prime Contractor
  1. Firm: **Rock Road Companies, Inc**
  2. Superintendent: **Pat Gardner**
  3. Project Manager: **Chris Nothem**
  4. On-site Superintendent / Foreman: **Tom Fletcher / Tony Heck**
  5. Who Needs Access to AWP: **Miranda Moore & Pat Gardner**
- C. Proposed Subcontractors (list)
  1. **Cummings and Turk, Inc (CaT Electric) – Traffic signals and lighting**
  2. **Century Traffic, LLC – Traffic control**
  3. **Homer Tree Service, Inc – Clearing and grubbing**
  4. ~~Mega Rentals, Inc~~ **Forward Traffic & Marking – Pavement markings**
  5. **Parisi Construction, LLC – Concrete work**
  6. **Payne & Dolan, Inc – Asphalt paving**
  7. **Rock Valley Concrete Cutting, LLC – Coring and sawing**

- 8. **West-Land Restoration, Inc – Erosion control, beam guard, signing, restoration**
- 9. **Robin's Trucking, LLC – Trucking (DBE)**
- D. Proposed Suppliers (list)
  - 1. **P3 Infrastructure – Pavement marking epoxy**
  - 2. **County Materials – Storm sewer**
  - 3. **Core & Main - Casting**
  - 4. **Farrell Equipment – Silt fence, erosion mat, ditch logs**
  - 5. **CFM – Turbidity barrier, inlet fabric, culvert pipe checks, silt fence, safety fence**
  - 6. **Middleton Farmers COOP – Fertilizer**
  - 7. **La Crosse Seed, LLC – Seed**
  - 8. **Decker Supply Co – Signs**
  - 9. **Anthony Supply Co – Fence**
  - 10. **Circle B and Badger Farms – Mulch**
  - 11. **Hanes Geo Components - Geotextiles**
  - 12. **Valtir, LLC (Trinity Highway Products) and Gregory Industries – Beam guard and wood posts**
  - 13. **Woods Run – Wood posts**
  - 14. **Mandt Sandfill (Oregon, WI) – Pond liner clay**
- E. Line of Communication – Project Engineer will complete the form and distribute with the meeting minutes. Contact should be made at the appropriate levels. **Jim Oettinger to be added to line of communication as Chief**

## **PROGRESS MEETINGS**

- A. Held Weekly, at least through All Contract Work Complete
  - 1. Location: **In person at field trailer or virtually via Teams**
  - 2. Day and time: **Tuesdays at 9:00 AM**
- B. Expected Attendance is Prime contractor and all subcontractors that will be involved in the next week's work.
- C. Contractor to update schedule and provide 2-week look ahead.
- D. Status of all outstanding materials submittals will be discussed.
- E. On-going to-do list to be reviewed to minimize punch list items at substantial completion.

## **CONTRACT ADMINISTRATION**

- A. Field Office (**On-site trailer**)
  - 1. Date ready for staff: **Next week**
  - 2. Location: **Gervasi Marine Service/Trailer Repair, 2995 S Syene Road**
  - 3. Phone: **608-509-2606 (Joey's cell)**
  - 4. Fax: **N/A**
- B. Addenda – **Addendum 1 (plan sheet and quantity revisions, no changes to special provisions).**
- C. RFI Process – email is best for exchanging the form (**[jbaird@hntb.com](mailto:jbaird@hntb.com)**)  
**RFI #1 submitted to the engineer on 4/27/2025**
- D. Change Orders - If you feel a change order is needed:
  - 1. Discuss the item immediately with the Project Engineer, **PRIOR TO DOING THE WORK**
  - 2. Have supporting documents that show the need for a change order and a possible solution.
  - 3. If the concept of a change order is agreed to, have a price break down for the work included in the change order submittal
- E. Claims Process – follow Standard Specifications section 105.13

## REQUIRED SUBMISSIONS

Submittal	Date Required	Date Submitted	Approved / reviewed
ECIP	2 weeks before Precon Meeting	-Initial 1/30 -Rev 1 2/17 -Rev 2 2/24	-Returned 2/5 -Returned 2/20
Sublet / DBE forms	Before Notice to Proceed		10/24/24
Initial Work Schedule	2 weeks before Precon Meeting	-Initial 1/30 -Revision 2/17	
Source of Materials Report (DT1349)	Before Precon Meeting	2/24	2/25
Cold Weather Paving Plan	At Precon meeting	N/A	
Railroad Proof of Insurance	Before any work near RR	N/A	
QMP Plans	Before any affected work	***	
Shop Drawings	Before affected work	-SS Initial 2/13 -SS Rev 1 2/25	-Returned 2/17 -Returned 2/26
Necessary archaeological survey *	Before use of site		

\* borrow sites, waste sites, staging sites

## CONSTRUCTION WORK SCHEDULE

- A. Requirements before Notice to Proceed
  1. Contract must be executed - **Done**
  2. Work schedule must be reviewed and accepted - **Done**
  3. ECIP must be approved – **NOT DONE**
  4. Sublets must be approved - **Done**
- B. If a conditional start notice is anticipated, work that will be allowed and estimated date sent: **TBD (conditional start notice for initial contractor staking week of 3/17)**  
(For any subcontractors doing work, sublet request must be approved)
- C. Estimated date when the start notice will be sent: **TBD (NTP for work to begin 3/24)**
- D. Coordination with other projects:
  - City of Fitchburg Project 400-5733-468 (2):**  
Coordination with local City of Fitchburg Project 400-5733-468 (2) will be required. Project 5849-02-07 will be responsible for all required Traffic Control staging to close Syene Road and for all detour signing for Syene Road and Central Park Place during project 5849-02-07 construction. If project 400-5733-468 (2) continues work after project 5849-02-07 work, project 400-5733-468 (2) will be responsible for all traffic control staging required during that time. If this occurs, the exact date and the transfer of the Traffic Control staging responsibility for the closures and detours in the project area will need to be coordinated with the 400-5733-468 (2) engineer and contractor.
  - 5845-16-77 US 51 (shared Urso Waste Site)**

- E. Contractors Work Schedule – **Chris Nothem went over schedule (attached)**
  - 1. Plan of work operations
  - 2. Hours of operation, local ordinances
    - No operation of motorized equipment from 7:00 PM to the following 7:00 AM.
    - No work shall take place on Sundays.

## **PUBLIC RELATIONS**

- A. Public Information
  - 1. **Coordinated weekly update between this project and the phase 2 project to the south**
- B. Mailbox Coordination – Contractor is required by contract to contact the Post Office and the Residents – DOT contacts are done as a courtesy
  - 1. Date of mailbox removal letter: **N/A**
  - 2. Mailboxes to be removed by date: **N/A**

## **TRAFFIC CONTROL**

- A. Traffic Requirements
  - 1. Road open to traffic, local traffic only, detoured, flagging, etc.
    - Syene Rd will be closed and detoured during construction.**
  - 2. Access Requirements
    - a. Pedestrian accommodations
      - Capital City Trail shall remain open at all times during construction with temporary pedestrian accommodations. Access shall be maintained to Capital City Trail west of Syene Road for Madison Metropolitan Sewerage District maintenance vehicles during construction. Coordination will be required with project 400-5733-468 (2) to maintain temporary pedestrian accommodations and access for maintenance vehicles during construction.**
    - b. Resident accommodations
      - 2965 S Syene Rd (Ardith D McKeown). Requires 48-hour notice before closing access. Access may be restricted for only 1 calendar day.**
    - c. Business accommodations
      - Gervasi Marine Service/Trailer Repair (2995 S Syene Rd, Joe D and Betty J Gervasi). Requires 48-hour notice before closing access to business.**
      - The City of Fitchburg Fire Station located at 2950 S Syene Road and business Kellymoss located at 5105 W Clayton Road require 16' minimum width access (minimum 12 inches base course graded smooth for vehicle and fire truck traffic) to these locations be maintained at all times. Coordination with project 400-5733-468 (2), the City of Fitchburg Fire Department, and Kellymoss will be required to ensure access and dust control are maintained during construction.**
    - d. Busing, mail delivery, etc. accommodations
      - Notify the Oregon School District and Madison Metropolitan School District 2 weeks prior to the start of construction and 1 week prior to traffic switches and lane closures. **Joey to send out preconstruction email notice to the 2 school districts on Monday, 3/3****
    - e. Emergency service accommodations

**-Maintain access for emergency vehicles at all times. Notify emergency and local officials 48-hours in advance of the start of work and prior to traffic control changes.**

3. Special events **N/A**
  4. Holiday work restrictions
    - From noon Friday, May 23, 2025 to 6:00 AM Tuesday, May 27, 2025 for Memorial Day**
    - From noon Thursday, July 3, 2025 to 6:00 AM Monday, July 7, 2025 for Independence Day**
    - From noon Friday, August 29, 2025 to 6:00 AM Tuesday, September 2, 2025 for Labor Day**
  5. Work / lane closure restrictions
- B. Lane Closures, notification for LCS system
- Minimum of 7 days prior to closures and detours for LCS.**
  - Place PCMS at least 7 days in advance of closure plan.**
- C. Traffic Control Responsibility
1. Traffic Control Contractor: **Century Traffic, LLC**
  2. Contact Name(s): ~~Molly Llanas~~ (~~mllanas@centurytraffic.com~~) **Andy Bakker**
  3. Phone number: **262-993-5503**
  4. 24-hour phone number: **262-993-5503**
- D. Incident Management Plan – review if there is one, or review protocol for incidents

## **HAUL ROADS**

- A. Haul Roads – Identification of routes in writing – **Rock Road to provide a map of all haul routes to the engineer**
- B. Log haul routes with the following present
  1. Project Engineer
  2. Contractor
  3. Local road representative
- C. Other Comments – **All hauling to access the site from McCoy Road**

## **ENVIRONMENTAL CONSIDERATIONS**

- A. Erosion Control Implementation Plan (ECIP) – changes will require amendments. All amendments must be reviewed and approved by DOT and DNR, plan accordingly.
- B. Materials cannot be stored, and equipment cannot be operated within any wetlands, unless part of the plans and addressed in the ECIP.
- C. Sites beyond the right of way that are proposed for borrow sites, batch plant sites, waste sites, or staging areas for this project are required to have an evaluation for archaeological significance.
- D. Review project specific requirements – NLEB, fish windows, swallow nesting, etc.
  - To avoid adverse impacts upon the NLEBs, no tree clearing is allowed between April 1 and October 31, both dates inclusive. If the required tree clearing is not completed by March 31, the department will suspend all tree clearing and associated work directly impacted by clearing. Direct temporary lighting, if used, away from wooded areas during the bat active season April 1 to October 31, both dates inclusive.**

**-The project is located in a High Potential Zone (HPZ) for the Rusty Patched Bumblebee (RPBB). To avoid impacting the RPBB, disturbed grass median and green space areas will be cleared and grubbed before the growing season and will be continuously mowed until construction begins to prevent vegetation growth. Grass median and green space**

areas will be planted with flowering shrubs or WisDOT flowering forb 70A seed mix as applicable.

- E. Review conditions in project permits, 401, 404, etc.  
**-The 401 and 404 permits are saved in Box.**
- F. Re-topsoil, seed, fertilize, and mulch graded areas within 7 working days after grading is completed.
- G. Other  
**-Special Provisions Section 9: Erosion Control**

**Supplement standard spec 107.20 with the following:**

**Unless otherwise directed by the engineer at the end of each day, drive a tracked vehicle up and down all untracked or newly graded slopes to reduce the erosive potential of the slopes. The tracks shall be roughly perpendicular to the direction of storm water runoff flow down the slopes. Upslope tracking is incidental to the cost of grading.**

**Delete the last sentence of standard spec 107.20(7) and replace it with the following: Provide the permanent erosion control measures immediately after performing grading operations, unless temporary erosion control measures are specified or authorized by the engineer.**

**-Special Provisions Section 10: Erosion Control and Storm Water Management**

**Adequately protect and restore all disturbed bank areas as soon as possible.**

**If dewatering is required for any reason, the water shall be pumped into a properly selected and sized dewatering basin before the clean/filtered water is allowed to enter the waterway or wetland. The basin shall remove suspended solids and contaminants to the maximum extent practicable. A properly designed and constructed dewatering basin shall take into consideration maximum pumping volume (gpm or cfs) and the sedimentation rate for soils to be encountered. Do not house any dewatering technique in a wetland.**

**Restrict the removal of vegetative cover and exposure of bare ground to the minimum amounts necessary to complete construction. Restoration of disturbed soils shall take place as soon as conditions permit. If sufficient vegetative cover will not be achieved because of late season construction, the site shall be properly winterized.**

**All temporary stockpiles shall be in an upland location and protected with erosion control measures. Do not stockpile materials in wetlands, waterways, or floodplains.**

**Peter Fillipi – Standard Spec changes: Erosion mat – manufacturer’s installation guide required with submittal, Seeding – application rates have increased**

**UTILITIES** – Project **does not** come under the provisions of Trans 220

- A. Review status of any needed moves, anticipated schedules  
**-ATC – No conflicts anticipated**  
**(Contact: Doug Vosberg – [dvosberg@atcllc.com](mailto:dvosberg@atcllc.com), 608-877-7650)**

**-Madison Metropolitan Sewerage District – No conflicts anticipated  
(Contact: Ray Schneider – [rays@madsewer.org](mailto:rays@madsewer.org), 608-347-3628)**

**-AT&T (before construction) – Install hand hold, discontinue existing buried fiber, over-lash new fiber on existing overhead fiber, transfer overhead lines to new MG&E poles  
Rick Podolak – Went over work plan for fiber relocation, noted that authorization is required to cut fiber, ~18 days of work are anticipated after new MG&E poles are in place, coordination with fiber relocation in phase 2 project  
Chris Nothem – Possibility of delaying project start date 1-2 weeks so utility work does not conflict with grading operations, would still have to complete clearing and grubbing prior to April 1<sup>st</sup>  
(Contact: Garrett Barth – [gb1789@att.com](mailto:gb1789@att.com), 920-957-0327)  
(Contact: Rick Podolak – [rp4514@att.com](mailto:rp4514@att.com), 715-410-0656)**

**-MG&E Electric (before construction) – Move one light pole, remove two light poles  
Joey – Tension pole with guy wire that will have 5 feet of cut for pond excavation, will need to be removed (at south end of pond)  
Matt Colvin – Just received authorization from City of Fitchburg to remove poles, will look at pole in pond  
(Contact: Mark Bohm – [mbohm@mge.com](mailto:mbohm@mge.com), 608-252-4730)  
(Contact: Matt Colvin – [matt.colvin@mge.com](mailto:matt.colvin@mge.com), 872-223-2637)**

**-Charter Spectrum (before construction) – Discontinue existing underground line, bore new 3” duct line  
Sean O’Connor – Work to begin soon, anticipates being done close to start date of project  
(Contact: Derrick Buzzell – [derrick.buzzell@charter.com](mailto:derrick.buzzell@charter.com), 608-287-4505)  
(Contact: Sean O’Connor - [sean.p.oconnor@charter.com](mailto:sean.p.oconnor@charter.com), 608-910-2212)**

**-MG&E Gas (during construction) – Relocation of facilities during grading  
John Wichern – Ideally would relocate gas line prior to start of grading/marsh excavation  
(Contact: John Wichern – [jwichern@mge.com](mailto:jwichern@mge.com), 608-252-1563)**

B. Review any coordination requirements and anticipated issues

**-City of Fitchburg Project 400-5733-468 (2) water main and storm sewer work at south project limit  
(Contact: Ross Kahler – [ross.kahler@fitchburgwi.gov](mailto:ross.kahler@fitchburgwi.gov), 608-270-4266)  
(Contact: Cory Horton – [chorton@ruekert-mielke.com](mailto:chorton@ruekert-mielke.com), 262-953-4142)**

C. Review conditions of utility permits issued

## **RAILROAD (N/A)**

- A. Insurance requirements
- B. Flagging requirements
- C. Coordination needed

## **MATERIALS**

**Melissa Markquart – Went over materials reminders for 2025 (attached)**

- A. Sources and locations
  - 1. Base Course: **Wingra Fitchburg**  
 -**Note: The contractor may not substitute select crushed material for breaker run.**
  - 2. Concrete Aggregates: **Zander Quarry and Hawkinson Pit (Wingra)**
  - 3. Concrete Masonry: **Cement – Buzzi Unicem, Fly Ash – Lafarge (Columbia)**
  - 4. HMA Aggregates: **Vienna Quarry, Herfel Pit (Oregon)**
  - 5. Asphalt: **Flint Hills (Dubuque, IA) or CRM (Milwaukee, WI)**
- B. Material Certification Process – HTCP certified testers are required
  - 1. WPMC – WisDOT Project Materials Coordinator: **Joey Baird**
  - 2. CPMC – Contractor Project Materials Coordinator: **Chris Nothem**
  - 3. Per Standard Specification 106.1.2(1) the WPMC & CPMC must complete the NEW HTCP online materials coordinator training prior to working on the project.
- C. WisDOT will provide E-Guide (materials testing guide) to Contractor
- D. QMP plans required – submittal requirements **Base Aggregate QMP needs to be submitted ASAP**
- E. Materials certifications must be received before incorporating materials into work
- F. Any required acceptance tests must be complete and the results acceptable before work will be paid for
- G. The Department does not want non-conforming materials incorporated into the work
- H. Pre-pour meeting is required before concrete work begins
- I. Pre-pave meeting is required before HMA work begins
- J. Remaining Required Submittals – **Base Aggregate, HMA mix design, beam guard and posts**
- K. QC data is subject to L.A.B. audits, it is imperative that all QC testing and documentation are completed and provided, as required. Faulty documentation is equivalent to not testing.

## LABOR COMPLIANCE

- A. All required postings are to be in a location at the job site where workers can readily see them and must be in place when the job starts.  
 -**Proposed location of job board: At the field trailer (2995 S Syene Rd)**
- B. The prime contractor's signed EEO policy statement must be posted.
- C. Make sure that payroll submittals are timely and correct. Any apprentice hours should be highlighted.
- D. Other comments –

## REAL ESTATE COMMITMENTS

- A. Review any Right of Way issues
- B. Review any Real Estate commitments

## SURVEY

- A. Section corners
- B. Property pins
- C. Design files

## SAFETY

- A. Flaggers shall be in sight of each other or in direct communication at all times.
- B. Contractor's Safety Plan

## PROJECT ACCEPTANCE AND FINALS PROCESS

- A. All project work must be complete and acceptable before time charges are stopped / substantial completion is granted
- B. Punch list will only include minor corrections and cleanup work
- C. Punch list work is to be completed within 5 days, and submittal of all required documentation must be within 21 calendar days of substantial completion
- D. Prompt response to requests for information and documentation will help with meeting the project closeout time frames, and promptly completing the finals process

**OTHER** - Any remaining comments / questions

**\*\*\*Notice to Contractor – Traffic Signal Equipment Lead Time:**

**Order traffic signal equipment as soon as possible to assure the equipment is procured in a timely fashion and therefore installed, inspected, and ready for turn-on at the required date.**

**Any long procurement lead times? None**

**Preconstruction Meeting Attendance**  
**WisDOT SW Region Madison Office - Columbia Conference Room**  
**Thursday, February 27, 2025 at 10:30AM**  
**5849-02-07 - Syene Rd**

<b>Name</b>	<b>Representing</b>	<b>Office phone</b>	<b>Cell phone</b>	<b>Email Address</b>
Joey Baird	HNTB		608-509-2606	<a href="mailto:jbaird@hntb.com">jbaird@hntb.com</a>
Chris Nothem	Rock Road		608-314-5882	<a href="mailto:cnothem@rockroads.com">cnothem@rockroads.com</a>
Mark Sponem	WisDOT		608-516-1292	<a href="mailto:mark.sponem@dot.wi.gov">mark.sponem@dot.wi.gov</a>
Ross Kahler	Fitchburg	608-270-4266		<a href="mailto:ross.kahler@fitchburgwi.gov">ross.kahler@fitchburgwi.gov</a>
Tim Voelker	Fitchburg	608-270-4261	608-215-6239	<a href="mailto:Tim.voelker@fitchburgwi.gov">Tim.voelker@fitchburgwi.gov</a>
Tracy Foss	Fitchburg	608-270-4272	608-235-8144	<a href="mailto:tracy.foss@fitchburgwi.gov">tracy.foss@fitchburgwi.gov</a>
Brian St. Vincent	KL Engineering	608-335-0327	608-663-1218	<a href="mailto:brian.stvincent@klengineering.com">brian.stvincent@klengineering.com</a>
Garrett Barth	AT&T		262-388-8954	<a href="mailto:gb1789@att.com">gb1789@att.com</a>
Rick Podolak	AT&T		715-410-0656	<a href="mailto:rp4514@att.com">rp4514@att.com</a>
Tyler Krystal	HNTB		608-301-7731	<a href="mailto:tkrystal@hntb.com">tkrystal@hntb.com</a>
Tammy Buss	WisDOT Maintenance			<a href="mailto:Tammy.Buss@dot.wi.gov">Tammy.Buss@dot.wi.gov</a>
Jake Chaillier	Parisi Manager			<a href="mailto:jchaillier@walbecgroup.com">jchaillier@walbecgroup.com</a>
Craig Wilkinson	WisDOT Contract Specialist	608-246-3242		<a href="mailto:craig.wilkinson@dot.wi.gov">craig.wilkinson@dot.wi.gov</a>
Matt Colvin	MG&E		872-223-2637	<a href="mailto:matt.colvin@mge.com">matt.colvin@mge.com</a>
Mark Mlekush	Fitchburg			<a href="mailto:mark.mlekush@fitchburgwi.gov">mark.mlekush@fitchburgwi.gov</a>
Melissa Markquart	WisDOT Soils and Materials		608-799-0480	<a href="mailto:Melissa.Markquart@dot.wi.gov">Melissa.Markquart@dot.wi.gov</a>
Sean O'Connor	Charter Spectrum	608-467-9211	608-910-2212	<a href="mailto:sean.p.oconnor@charter.com">sean.p.oconnor@charter.com</a>

Name	Representing	Office phone	Cell phone	Email Address
Jared Widish	Parisi PM			<a href="mailto:jwidish@walbecgroup.com">jwidish@walbecgroup.com</a>
Scott Syron	WisDOT Materials/IA - HMA		608-516-6466	<a href="mailto:Scott.Syron@dot.wi.gov">Scott.Syron@dot.wi.gov</a>
Ryan Luck	HNTB			<a href="mailto:rluck@hntb.com">rluck@hntb.com</a>
Shawn Perry	Forward Traffic & Marking			
Chad Imhoff	Parisi Superintendent		608-358-3903	<a href="mailto:cimhoff@walbecgroup.com">cimhoff@walbecgroup.com</a>
Cory Horton	Ruekert & Mielke - Phase 2 PM	262-953-4142	815-451-5151	<a href="mailto:chorton@ruekert-mielke.com">chorton@ruekert-mielke.com</a>
Matt Smith	WisDOT Materials/IA - Concrete			<a href="mailto:Matt.Smith@dot.wi.gov">Matt.Smith@dot.wi.gov</a>
Barry Larson	HNTB			<a href="mailto:blarson@hntb.com">blarson@hntb.com</a>
Peter Fillipi	WisDOT Storm Water & Erosion Control		608-406-6788	<a href="mailto:Peter.Fillipi@dot.wi.gov">Peter.Fillipi@dot.wi.gov</a>

#	Activity ID	Activity Name	Original Duration	Remaining Duration	Start	Finish
1	115	17Apr-25	115	115	17Apr-25	28Aug-25
2	115	17Apr-25	115	115	17Apr-25	28Aug-25
3	115	17Apr-25	115	115	17Apr-25	28Aug-25
4	1100	WISDOT LETTING	0	0	17Apr-25	17Apr-25
5	A1010	CONTRACT AWARD	0	0	17Apr-25	17Apr-25
6	A1020	PRECON MEETING	0	0	17Apr-25	17Apr-25
7	A1030	ANTICIPATED START	0	0	17Apr-25	17Apr-25
8	A1310	TREE CLEARING (COMPLETE BY APRIL 1)	0	0	18Apr-25	18Apr-25
9	A1040	ANTICIPATED COMPLETION (AUGUST 29, 2025)	0	0	28Aug-25	28Aug-25
10	115	17Apr-25	115	115	17Apr-25	28Aug-25
11	A1050	TRAFFIC CONTROL - CLOSE ROADWAY	1	1	17Apr-25	17Apr-25
12	A1060	TREE CLEARING AND GRUBBING	2	2	17Apr-25	18Apr-25
13	A1070	INSTALL EROSION CONTROL	1	1	17Apr-25	17Apr-25
14	A1080	MISC REMOVALS	1	1	17Apr-25	17Apr-25
15	A1090	SAWDUTTING	1	1	17Apr-25	17Apr-25
16	A1100	PULVERIZE & PICKUP	2	2	19Apr-25	20Apr-25
17	A1200	STRIP TOPSOIL	4	4	19Apr-25	23Apr-25
18	A1110	MARSH EXCAVATION AND BREAKER RUN BACKFILL (7,099 CY)	15	15	25Apr-25	10May-25
19	A1120	COMMON EXCAVATION (28,328 CY)	29	29	15Apr-25	14Aug-25
20	A1140	ELECTRICAL - BELOW GROUND	20	20	28Apr-25	17May-25
21	A1100	STORM SEWER (1,705 LF)	15	15	28Apr-25	17Jun-25
22	A1320	APPLY TEMP SEED TO TOPSOIL PILES (AS NEEDED)	1	1	28Apr-25	28Apr-25
23	A1300	POND LINER	5	5	18Jun-25	24Jun-25
24	A1330	INSTALL INLET PROTECTION ON NEW INLETS	1	1	18Jun-25	18Jun-25
25	A1500	GEORGE TYPE SR (3,761 SF)	4	4	25Jun-25	30Jun-25
26	A1600	BASE AGGREGATE DENSE 3-INCH (7,390 TON)	4	4	25Jun-25	30Jun-25
27	A1340	POND RESTORATION	1	1	25Jun-25	25Jun-25
28	A1700	BASE AGGREGATE DENSE 1.25-INCH (3,950 TON)	4	4	01Jul-25	06Jul-25
29	A1800	CONCRETE CURB & GUTTER (2,375 LF)	7	7	09Jul-25	17Jul-25
30	A1900	CONCRETE SIDEWALK AND DRIVEWAYS	7	7	18Jul-25	26Jul-25
31	A1200	HMA PAVEMENT AND DRIVEWAYS (3,705 TON)	3	3	26Jul-25	31Jul-25
32	A1210	SAVAGED TOPSOIL	4	4	01Aug-25	06Aug-25
33	A1220	SHOULDERING	2	2	07Aug-25	09Aug-25
34	A1230	GUARDRAIL	2	2	10Aug-25	12Aug-25
35	A1240	ELECTRICAL - ABOVE GROUND	10	10	13Aug-25	23Aug-25
36	A1250	RESTORATION	5	5	13Aug-25	18Aug-25
37	A1260	SHRUB, WARRERS, FINISHING ITEMS	5	5	20Aug-25	25Aug-25
38	A1270	FINISHING MARKINGS	1	1	20Aug-25	20Aug-25
39	A1280	OPERADWAY	1	1	28Aug-25	28Aug-25



# **LINE OF COMMUNICATION**

(Associated levels of decision making)

## **WisDOT Contacts**

### **Project Engineer**

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Fax

## **Contractor Contacts**

### **Foreman**

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### **Project Manager**

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### **Superintendent**

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### **Project Development Supervisor**

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### **Superintendent**

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### **Project Development Chief**

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[james.oettinger@dot.wi.gov](mailto:james.oettinger@dot.wi.gov)  
Fax

### **Contractor's Main Office**

Name Pat Gardner  
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Cell 608-436-7089  
E-mail [pgardner@rockroads.com](mailto:pgardner@rockroads.com)  
Fax

Date of PreCon Meeting: 2/27/25  
 Estimated Start Date: 3/25  
 Estimated Completion: /25  
 PM: Mark S  
 Contractor: Rock Road  
 Weekly Meeting Day/Time: \_\_\_\_\_

Project IDs: 5849-02-07  
 Contract ID: 20240813003  
 Project Leader Joey Baird  
 PL Company:  
 DOT staff:

### 2025 Preconstruction Material Reminders

- **Standard Specs: 2024 and ASP-6**      **Approved Products List (APL) before or on let date (08/13/24)**

**Contractor Material Coordinator:** Chris Nothem    **HTCP# 103968** EXP: 4/27/2026

**WisDOT Material Coordinator:** Joey Baird    **HTCP# 200862** EXP: 3/31/2026

**Requirements:**

- Participate in the weekly meeting.
- Communicate all contract sampling and testing requirements to subcontractors at all tiers, especially if new to DOT projects.
- With your counterpart, promptly communicate any **NON-PERFORMANCE\_NON-CONFORMANCE OF TESTING OR MATERIAL** to each other, track in the spreadsheet, & provide all required/requested documentation before placement.

**Samplers & Testers** must be certified by HTCP for the sample taken or test performed. Their HTCP # can be found on the UW-Platteville website and must be included in submittals.

**Approval Of Materials (SS 106)** Department maintains lists of approved products and manufacturers/suppliers. Contractor and project staff are responsible to ensure all items are on the APL PRIOR to LET DATE. Any deviation from this must be granted from the PE PRIOR to placement.

**Material Acceptance Procedures & Requirements (CMM 850).** Print/save the version in place at the time the contract was LET because this will be the contractual version for your project.

- Schedule **PREPOUR/PREPAVE/PREPLACEMENT MEETINGS** with:

<b>Melissa Markquart, Materials Engineer #799-0480</b>		
<b>Concrete</b>	<b>Matt Smith #516-6527</b>	<b>Jeanette Frazer #608-792-0943</b>
<b>HMA</b>	<b>Scott Syron 608-516-6466</b>	<b>Cayley Young #608-386-8487</b>
<b>Aggregates</b>	<b>Matt Platt #608-516-6454</b>	<b>Jeanette Frazer #608-792-0943</b>

These meetings are a great time to perform the annual **INDEPENDENT ASSURANCE REVIEWS** as are stockpile tests and QV roadbed placement.

**If a QC test is missed, material will receive a deduct per CMM830.13. Notify Region.**

- **QUALITY CONTROL PLANS** are due 10 business days before placing material, unless an SPV states otherwise. One exception is the Aggregate QMP due at the precon. Update QMP's when changes occur. All source documents are required in Final QMP. Please ensure that subcontractors write bid item number & item description on the top of submitted documentation and are aware of DOT specs and expectations:
  - *The Department does not want non-conforming material incorporated into DOT projects.*
  - *The Department maintains a MOTP or Manual of Test Procedures. Effective this year, many procedures have been updated across our three main materials: aggregates, concrete and asphalt.*
  - *Material certs must be received before material placement.*
  - *Any required acceptance tests must be complete, and results accepted before work will be paid*
  - *For some reason, Concrete QVs are being missed. During the Pre-pour meetings (min of 2), discuss how mix design changes will be communicated with project staff. Mix designs need to be submitted 3 business days prior to placement. Placement cannot proceed without engineer approval of the mix design. Unapproved mixes are subject to remove and replace.*
  - *A pre-pave meeting is required before any HMA work can begin*

- *QC data is subject to L.A.B audits after finals are submitted. It is imperative that all QC testing and documentation is complete and submitted, as required. Faulty documentation is considered equivalent to no testing at all.*
- **MATERIALS REPORTING SYSTEM-MRS (SS 701.1.2.7): All contractual tests need to be entered** into MRS & accurately reflect what was completed in the field.
- **Concrete Class II aggregate testing**—no minimum QV-- so please watch control charts

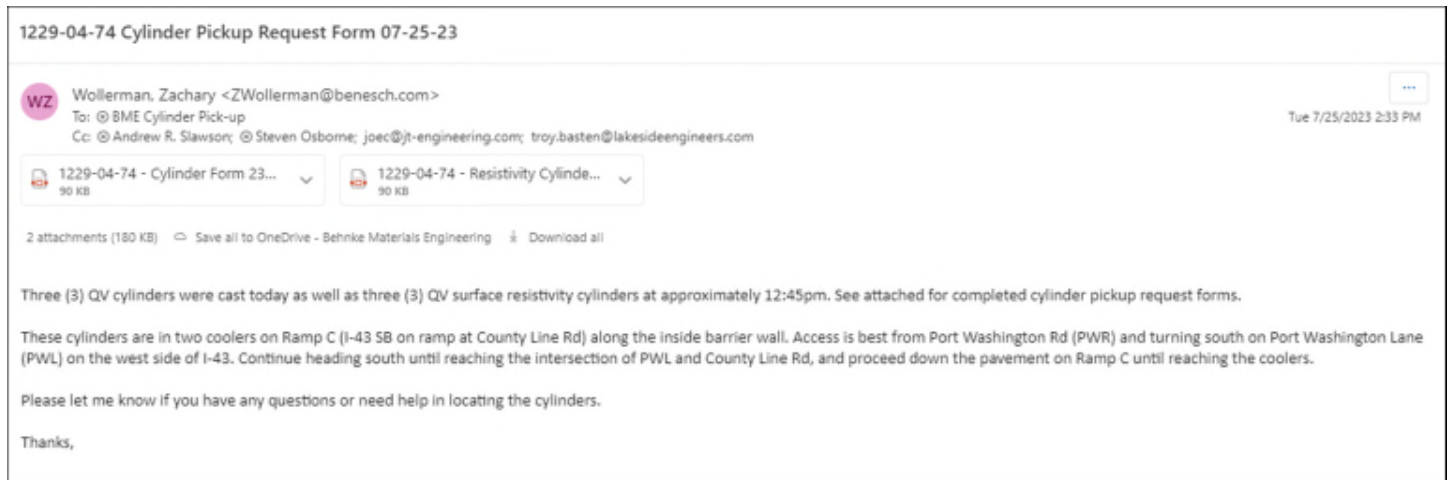
**The SWR Madison Lab only (excludes LaX & Central Office) has a sample pick-up service contract with Behnke Materials Engineering for next day pick-up. The following are eligible for pick-up:**

- PCC Cylinders/Maturities/Resistivity/Beams
- OAG Aggregates
- HMA Samples

To Schedule a pick-up, email the following information to [SWRmaterials@behnkematerialsengineering.com](mailto:SWRmaterials@behnkematerialsengineering.com)

- **Subject line:** Project ID-Name of project & type of sample
- **Body of Email:**
  - # of samples
  - Date cast (if applicable)
  - GPS pin location and/or screen shot of Google/Apples maps OR exact address (**NOT STA/Offset**)
- **Attachment:** cylinder card (if applicable)

The following is a great sample email to follow.



- **BUILD AMERICA BUY AMERICA (BABA)**
- Buy America Certification form DT 4567 is required at the end of the project.
- A product listed on The Department’s APL does not indicate compliance to BABA
- **FINALS:** Electronic submittal into Box.com. The 2025 Non-Performance\_Non-Conformance spreadsheet found on Pantry (<https://wisconsin.gov/Documents/doing-bus/eng-consultants/cnslt-rsrcs/tools/qmp/qmp-performance-tracking.xlsx>) needs to be filled out before the DT1310 is signed and finals certified. Please email me, [matt.smith@dot.wi.gov](mailto:matt.smith@dot.wi.gov), [matthew.platt@dot.wi.gov](mailto:matthew.platt@dot.wi.gov) and [Scott.syron@dot.wi.gov](mailto:Scott.syron@dot.wi.gov) for submittal (all four of us).

- **Blue Box at end of the Truax Lab loading dock at 3704 Kinsman Ave, Madison**

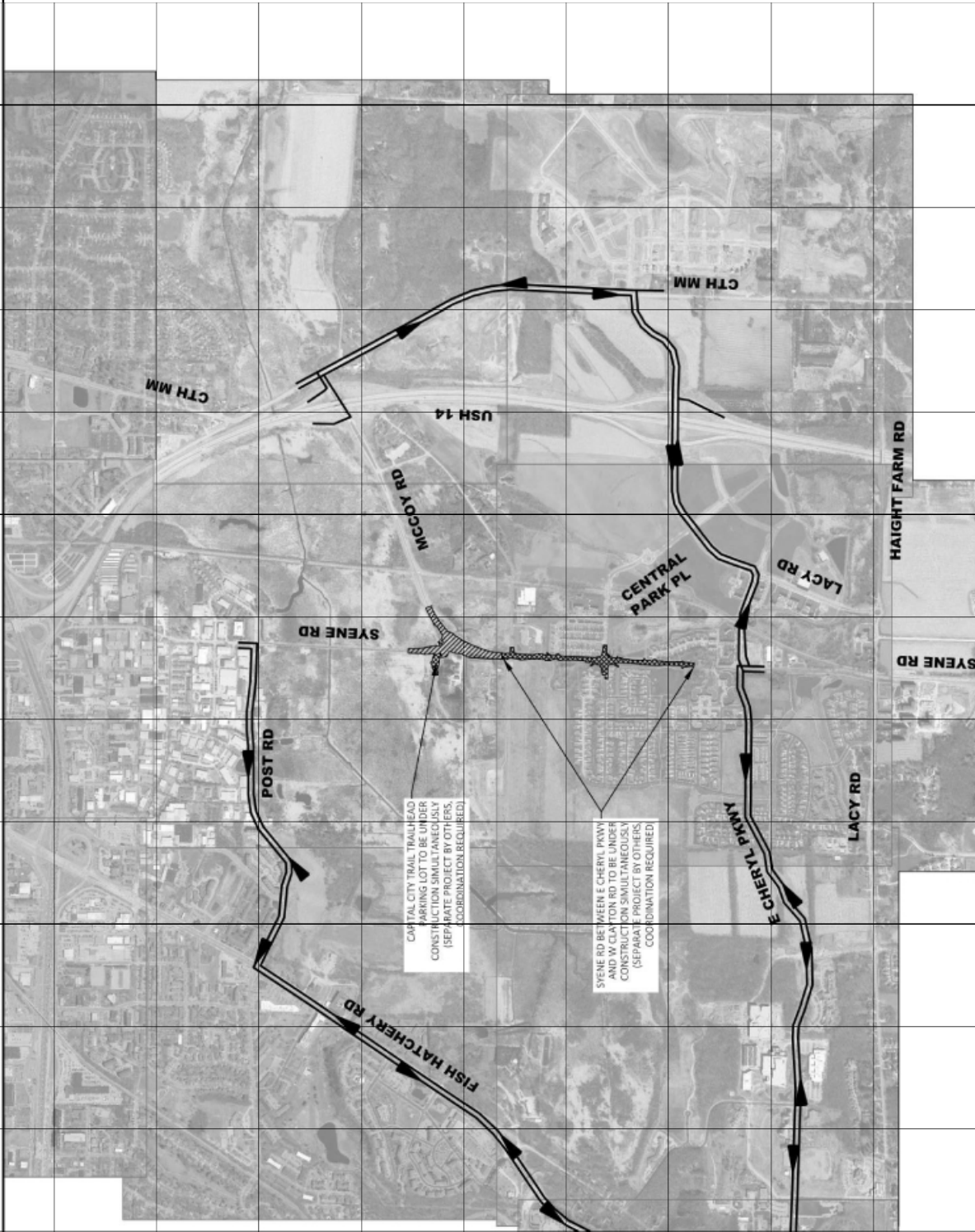
Contact **Lab Coordinator Adam** directly: 608-516-6521 or email [adam.mueller@dot.wi.gov](mailto:adam.mueller@dot.wi.gov).

*If Adam is unavailable*, contact Scott Syron: 608-516-6466 or email [scott.syron@dot.wi.gov](mailto:scott.syron@dot.wi.gov).



**LEGEND**

- ➔ DETOUR ROUTE
- ▨ CONSTRUCTION AREA
- ▩ CONSTRUCTION AREA (BY OTHERS)



CANAL CITY TRAIL TRAILHEAD FACILITY CONSTRUCTION SHALL BE UNDER SEPARATE PROJECT BY OTHERS (COORDINATION REQUIRED).

SYENE RD BETWEEN CHERYL PKWY AND W CLAYTON RD TO BE UNDER CONSTRUCTION SIMULTANEOUSLY (SEPARATE PROJECT BY OTHERS, COORDINATION REQUIRED)

PROJECT NO: 5849-02-07	COUNTY: DANE	DATE: 4/12/2024 7:47 AM	PILOT NAME: BRAN ST. VINCENT	SHEET: 68	E
FILE NAME: G:\FITCHBG\20097-000 SYENE ROAD\CIVIL\3D\SHEETS\PLAN\PHASE 3 SHEET FILES - W CLAYTON TO MCCOY\025003-TC_P3.DWG	PROJECT NAME: HWY: LOCAL STREET - SYENE ROAD	PILOT DATE: 4/12/2024 7:47 AM	PILOT NAME: BRAN ST. VINCENT	SCALE: 1 IN. = 500 FT	WIS007CAD003 SHEET 42
TRAFFIC CONTROL - DETOUR OVERVIEW					