

Quarterly Training Seminar

Rest Areas

Thursday, August 19, 2021

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Agenda

- Project Process
- Project Documentation
- Work Center Staff
- Projects, Projects... and more Projects
- Rest Area 16 Sparta Updates

Project Process

- Projects less than \$5,000 need only one quote.
 - Try to group a project into smaller pieces.
- Projects less than \$10,000 need an attempt to get 3 quotes.
 - Give all 3 contractors the same deadline to provide a quote... typically one week.
 - At the end of the deadline, only one reasonable bid is needed to continue moving forward with the Purchase Order (PO) process.
 - Needs Bureau Director approval.
- Projects greater than \$10,000 need more detail and time.
 - Needs Administrator's Office (AO) approval.
- Projects greater than \$25,000 needs even more detail and time.
 - Needs Secretary's Office (SO) approval.

Project Documentation

The following information is needed to start a Purchase Order (PO)...

- Who was contacted?
- When were they contacted?
- How they were contacted (phone, e-mail, in-person, etc.)?
- Record the date the quote was received.

- Request and submit quote documentation.

Thank You!

Work Center Staff

For Helping Identify the Needs of the Smaller Improvements and Assist
with getting Bids for Projects!

Projects

- Rest Area 11 and Rest Area 12 – Entrance Mats
- Rest Area 13 – Water Heater
- Rest Area 9 and Rest Area 10 – ADA Door Conversion (pneumatic to electric)
- Rest Area 17 – Additional Port-a-Potty Area
- Rest Area 17 – Water Pressure at the Garage
- Rest Area 36 – Water to the Garage
- Rest Area 31 – Gutter and Downspout
- Rest Area 33, Rest Area 34, Rest Area 35, and Rest Area 36 – Stucco Repairs

Projects...

- Rest Area 13, Rest Area 14, Rest Area 17, Rest Area 22, Rest Area 35, and Rest Area 36 – Water Softener Replacements
- Major Wastewater Projects – On Hold until Approvals are granted by SO
- SWEF 44 – Steel Holding Tank Replacement
- Rest Area 52 – Wastewater Control Panel Replacement
- Rest Area 11 and Rest Area 12 – Conducting a bi-weekly data collection test of the fresh water and wastewater for 16 weeks for the hardness, chlorides, and nitrates

and more Projects

- Rest Area 106 – MAU Upgrades
- Rest Area 81 – Grading and Drainage
- Rest Area 64 – Grading and Drainage
- Rest Area 51 and Rest Area 52 – Light Pole Alignment
- Rest Area 52 – Facility Electric Conduit Leak
- Rest Area 23 – Region Design to Incorporate Rest Area Needs
- Rest Area 53 and Rest Area 54 – Internet Pilot Project
- Rest Area 10 – Grading and Drainage
- Rest Area 16 – Updates...

Rest Area 16 Sparta - Updates

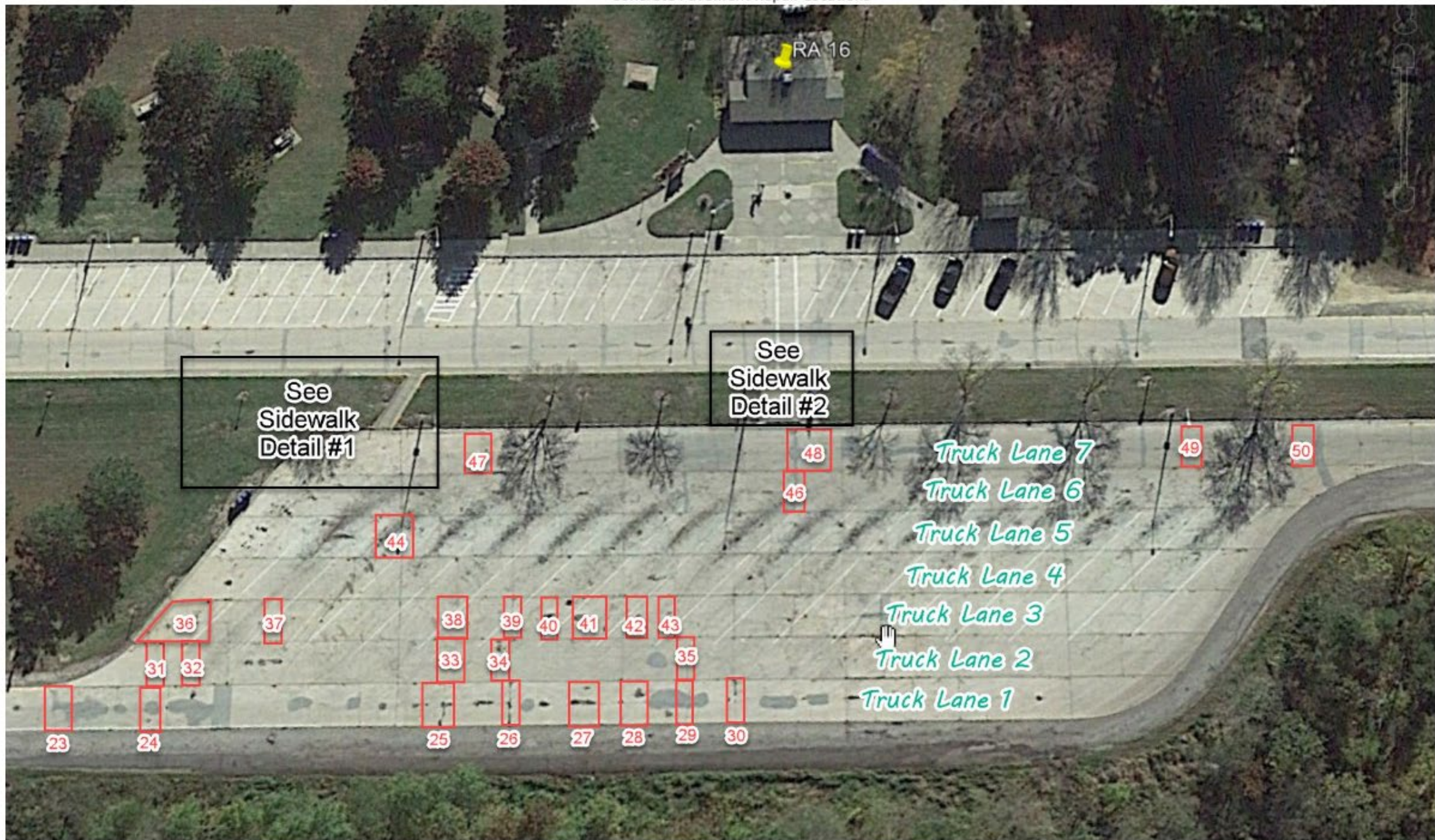
It was split into four segments

- Concrete Pavement Repairs
- Updated Sidewalk from the Truck Side to the Car Side
- Asphalt Shoulder Removal and Replacement
- Pavement Marking

Concrete Pavement Repair Locations



Concrete Pavement Repair Locations



Concrete Pavement Repair Locations



Concrete Pavement Remove/Replace



Out with the old...



... and in with the new.



Out with the old... and in with the new.



Concrete Sidewalk Remove/Replace



Upgraded Garbage Can Cluster



The End