

## Pre-Bid Meeting Minutes

### City of Belleville

HEI # 85321

**Project:** Horizon Park Slope Stabilization

**Date:** Thursday, May 28, 2026, at 10:00 am

---

#### Attendance

- Nathaniel Johnson, Director of Public Works, City of Belleville
- Steve Jones, Interim City Manager, City of Belleville
- John Hennessey, P.E., Vice President, Hennessey Engineers
- Ahmad Ali, Project Manager, Hennessey Engineers
- James Owczarzak, Project Engineer, Hennessey Engineers
- Mark Davenport, Davenport Brothers Construction
- David Chie, Diversified Excavating
- Krystal Rausch, Huron Pointe Excavating

#### PROJECT SCOPE

The project consists of the installation of retaining materials for slope stabilization at Horizon Park. The anticipated start date is \*Tuesday, September 01, 2026, and final completion by Monday, November 02, 2026 (Addendum 01 to be published week of June 01, 2026).

#### BID ADDENDUM 01

Due to the complexity and scheduling of the project, there will be a bid addendum that will extend the following bidding criteria:

- RFI Closure: Tuesday, June 16, 2026, at 10:00 am
- Bid Opening: Tuesday, June 23, 2026, at 10:00 am
- Start of Construction: Tuesday, September 15, 2026
- Final Completion Date: Friday, November 20, 2026

#### DISCUSSION CRITERIA

- Permanent dock (foundations, railings, deck, etc.) must be protected; dock is located parallel to the slope stabilization project, with minimal horizontal separation.
- Floating dock has the ability to be relocated, if necessary.
- Bid Opening will be delayed two weeks (review Bid Net for addendum publications)
- Existing Rip-Rap and unwanted materials near the base of proposed wall to be removed by the contractor.
- Construction methods were discussed (temporary vs permanent sheet piling for dry installation, wet installation is also feasible). Method to be determined by contractor.
- Permanent sheet piling option – piling must be cut a minimum of 6 inches below the existing water level, must be approved by the city and engineer.



- Removal of adjacent hill is also allowed, as benching of the hill would allow for efficient wall installation. Hill must be restored. Heavy restoration of the top of hill and all disturbed earth will be required.
- Dock settlement will be monitored by the engineer. Dock must be heavily protected, regardless of chosen installation method.
- Construction plans will be published to Bid Net with Addendum 01.
- All additional questions, concerns or comments must be emailed to the engineer according to the invitation to bid criteria.
- Sign in Sheet has been attached to these meeting minutes.

