

SUBJECT: Meetings for Construction Contracts

PURPOSE:

To provide a referenced summary of all meetings for Construction Contracts.

<u>MEETING</u>	<u>REFERENCE</u>	<u>WHEN</u>
1. Pre-Bid	Invitation for Bid (IFB)	At least two weeks prior to bid opening
2. Pre-Construction	District Engineer Construction Manual	Prior to start of work
3. Pre-Soils Meeting	CD 07220.900.10	Prior to start of work
4. Partnering Workshop	Contract Documents	Prior to start of work
5. DBE Compliance Meeting	IFB & CD 07220.100.19	Within two weeks after start of work
6. Project Progress	Contract Documents CD 07220.100.05	Monthly-Schedule at least 7 days in advance
7. Partnering	Contract Documents	Monthly can be combined with progress meeting
8. Erosion & Sediment Control	Contract Documents CD 07220.300.01	At least 7 days prior to start of work
9. Portland Cement Concrete Pre-Placement	CD 07220.900.07	Prior to placing concrete
10. Pre-Traffic Control Shift	CD 07220.100.04	30 days prior to traffic shift
11. Pre-Structural Steel Erection	CD 07220.400.07	Prior to start of work
12. Pre-Deck Placement	CD 07220.400.06	7 days prior to deck placement
13. PCC Pre-Pave and Pavement Markings	CD 07220.500.05	Prior to start of paving
14. HMA Pre-Pave and Pavement Markings	CD 07220.500.04	Prior to start of paving

CONSTRUCTION DIRECTIVE 07220.100.17

Any questions regarding this Directive should be directed to the Regional Construction Engineer.



Chief, Construction Inspection Division

APPROVED:



Director, Office of Construction