

Designer Note: To be included in complex-multiple stage projects. Check with Construction before including.

### **PRESTAGE SITE CONSTRUCTION MEETINGS**

Effective June 1, 1992

This work shall consist of meetings with all concerned parties prior to each construction stage. The meetings shall be set up and conducted by the Contractor and shall include all Subcontractors connected with the particular stage. The Department's project staff and all concerned parties, as directed by the Engineer, shall be invited to attend.

The meetings are intended to help improve the coordination and quality of construction, personnel safety on the project site, and safety of the traveling public.

At each meeting, the Contractor shall indicate the current construction schedule for the particular stage, discuss maintenance of traffic, traffic control, project site personnel safety, compliance with the plans and specifications including quality construction, and all other pertinent subjects. Minutes of the meetings will be taken by the Resident Engineer and distributed to those persons in attendance.

The prestage site construction meetings will not be paid for separately but shall be included in the cost of the traffic control item(s) in the contract.