



San Diego Unified
SCHOOL DISTRICT

George A. Harris III
Director, Fiscal Controls and Information Systems
Facilities Planning and Construction
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March 7, 2024

Balfour Beatty Construction LLC
Attention: Connor Miller
13520 Evening Creek Drive North, Suite 270
San Diego, CA 92128

Ivory J. Anderson, Jr
(916) 835-7349
ianderson1@sandi.net

Mr. Miller:

Congratulations on the award of contract CC22-0981-23-A2-G1 GMP No. 1 for Kavod Charter School Whole Site Modernization Lease-Leaseback, (LLB). The Pre-Job Conference will be Wednesday, **March 20, 2024, 12:00 p.m., via Zoom.**

To give you some background on the pre-job conference meeting, the general contractor is required by PSA Articles 8 and 16 to conduct a PSA Pre-Job Conference with the local construction unions. Section 8.5 describes the purpose of the Pre-Job Conference.

- To avoid jurisdictional disputes, the Contractor is required to hold a pre-job conference before the start of work for the project covered by this Agreement. The Subcontractors/Owner-operators will be advised before such conferences and may participate if they wish. The purpose of the conference will be to, among other things, determine craft and manpower needs, schedule of work for the contract, and project work rules/owner rules.

Section 16.1, titled Work Assignments, describes the key deliverables from the Pre-Job Conference.

- Consistent with Article VIII, Section 8.5, the Contractor should disclose all work assignments at a pre-job conference held in accordance with industry practice. The Contractor shall notify the Project Labor Coordinator at least two weeks before starting work under this Agreement, and the Project Labor Coordinator shall coordinate the scheduling of a pre-job conference with the Council, the Contractor(s), and the affected Union(s).

To accomplish the purpose and deliverables we expect the Contractor to complete a Pre-Job Conference Form, all subcontractors regardless of tier also must complete a Pre-Job Conference Form and all subcontractors regardless of tier are to provide a copy of a Letter of Assent.

Representatives from each signatory union are invited to attend the pre-job conference. They may have questions regarding manpower needs and/or how the work will be executed. We encourage all subcontractors to be present and able to answer such questions at the pre-job conference.

As the General Contractor for this project, you are expected to provide someone knowledgeable about the project who can conduct the pre-job conference.


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As a district PSA team member, your primary contact and resource during the pre-job conference will be Ivory J. Anderson, Jr., (916) 835-7349 and ianderson1@sandi.net.

Sincerely,

DocuSigned by:

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George A. Harris III
Project Labor Coordinator

GAH:lk

cc: Ivory J. Anderson, Jr., PSA Specialist