

# SDUSD PSA

4860 Ruffner ST \* San Diego California 92111 \* (858) 637-6262 \* Fax: (858) 496-1953

June 24, 2019

Byrom-Davey, Inc.

Attention: Marian Scholle, BDI Project Manager ([marians@byrom-davey.com](mailto:marians@byrom-davey.com))

13220 Evening Creek drive South, Suite 103

San Diego, CA 92128

Dear Ms. Scholle,

Congratulations on the upcoming contract award of Joint Use Field at Longfellow K-8 School CZ20-0127-24.

To give you some background on these meetings, the general contractor is required by PSA Articles 8 and 16 to conduct a PSA Pre-job Conference with the local construction unions. We will assist you with the process and prepare for the Pre-job Conference by conducting a PSA Orientation with you. Both meetings must occur at least two weeks prior to the start of construction and we require you to have all subcontractors present at the Pre-job Conference.

The purposes of the Pre-job Conference are as follows:

- The general contractor will disclose union work assignments for each scope of work to be performed. This will help all parties confront and resolve any union jurisdictional disputes prior to work commencing.
- The general contractor will distribute detailed project information and a subcontractor listing to all present, establishing open communication between labor and management prior to work commencing.
- The District will review its employment and contracting programs and goals, including the employment of District residents at PSA-covered projects.

The Pre-job Conference form, all signed Letters of Assent, and the Subcontractors Pre Job Conference form (work assignment), are due from all known subcontractors, regardless of tier, no later than **07/03/2019**.

Please be prepared to distribute 20 completed copies of the Pre-job Conference form to all present at the Pre-job Conference. I will request a completed copy of the Pre-job Conference form a few days prior to the Pre-job Conference so we may review it.

We will be present for the Pre-job Conference, but a **Byrom-Davey, Inc** project manager or other assigned employee will be asked to review the Pre-job Conference form in detail. Again, please ensure that you and all of your subcontractors sign and submit a PSA Letter of Assent prior to the commencement of site work.

The Pre Job Conference meeting for the Joint Use Field at Longfellow K-8 School CZ20-0127-24 Friday July 12, 2019 at **09:00 am**.

The Location being: SDUSD PPO Training Rooms A & B: 4860 Ruffner St San Diego, CA 92111.

Sincerely,

  
Mr. Ivory J. Anderson, Jr., MBA/MSLS

SDUSD PSA Coordination Team

The Elite Guardian Consulting Services Inc.

cc: George Harris III/SDUSD ([gharris@sandi.net](mailto:gharris@sandi.net))