

SDUSD PSA Coordination Team

4860 Ruffner Street • San Diego, California 92111 • (858) 637-6262 • Fax: (858) 496-1953
November 16, 2017

Opterra Energy
Attn: Lucy Marcilese, Labor Compliance Specialist
150 East Colorado Blvd Suite 360
Pasadena, CA 91105

Hello Ms. Marcilese,

Congratulations on the recent award of the Solar Generation at Penn ES PS-17-0512-02 project.

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. At least two weeks prior to the start of construction and we request that you have all subcontractors regardless of tier, present at the Pre-job Conference. All contractors working on this project are also encouraged to attend one of the District's PSA 101 Training Seminars. The purposes' of the Pre-job Conference meetings 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.

Please be prepared to distribute the **15 completed copies** of the Pre-job Conference form to all present at the Pre-job Conference.

We will request a completed copy of the Pre-job Conference form at least seven (7) days prior (Nov. 20, 2017) to the Pre-job Conference so we may review it.

We will be present for the Pre-job Conference, but an Opterra Energy (OE) project manager or other assigned employee will be asked to review the Pre-job Conference form in detail. Also, please ensure that you and all of your subcontractors sign and submit a PSA Letter of Assent prior to the commencement of any site work.

Our office has scheduled the required Pre Job Conference meeting for **Monday November 27, 2017 at 11:00 AM.**

Location:
IBEW Training Center Room 201
4675 Viewridge Ave
San Diego, CA 92123

Sincerely,


Ivory J. Anderson, Jr
SDUSD PSA Coordination Team

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