



San Diego Unified
SCHOOL DISTRICT

George A. Harris III
Director, Fiscal Controls and Information Systems
Facilities Planning and Construction
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October 4, 2023

Soltek Pacific Construction
Attention: Felicia Herrera
2424 Congress Street
San Diego, CA 92110

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

Ms. Herrera:

Congratulations on the award of contract CC22-0765-52-A1-G1 (GMP No. 1) for Rowan Elementary School Whole Site Modernization. Pre-Job Conference Session III will be Friday, October 13, 2023, 11:00 a.m., via Zoom.

All PSA documents are due in our office by Thursday, October 05, 2023.

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.

- In order to avoid jurisdictional disputes, it is required that a pre-job conference be held prior to the start of work by the Contractor for the covered project covered by this Agreement. The Subcontractors/Owner Operators will be advised in advance of 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 deliverable from the Pre-Job Conference.

- Consistent with Article VIII, Section 8.5, all work assignments should be disclosed by the Contractor 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, and 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 a person 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