

Parsons

Parsons Constructors Inc.

100 West Walnut • Pasadena, California 91124 • (626) 440-3000 • Fax: (626) 440-2516
December 3, 2014

Soltek Pacific Construction Company
Attn: Bob Thompson, PM
2424 Congress St.
San Diego, CA 92110

Dear Mr. Thompson,

Congratulations on the recent contract award of the HIGH SCHOOL CAMPUS AND GYMNASIUM AT O'FARRELL CHARTER SCHOOL Bid No. CZ-15-0292-57.

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. Only the District will be present for the PSA Orientation. Both meetings must occur at least two weeks prior to the start of construction and we require that all subcontractors are 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 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.

No later than **Wednesday December 10, 2014**, please be prepared to provide 25 copies /distribute completed copies of the Pre-job Conference form for all present at the Pre-job Conference.

We will be present for the Pre-job Conference, but a Soltek Pacific project manager or other assigned employee will be asked to review the Pre-job Conference form in detail.

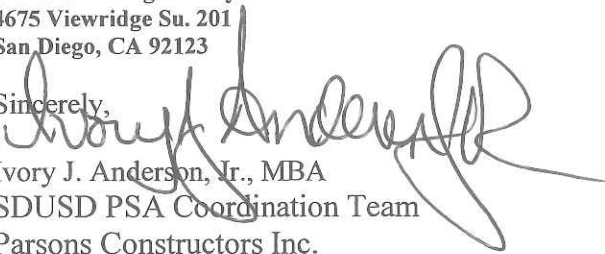
Also, please ensure that you and all of your subcontractors (regardless of tier), who perform site work, sign and submit a PSA Letter of Assent prior to the commencement of project work.

Soltek Pacific completed the General Contractor's PSA Orientation meeting on Tuesday Dec. 02, 2014.

We have scheduled the Pre job Conference meeting for **Wednesday December 17, 2014, at 9 am.**

IBEW Training Facility
4675 Viewridge Su. 201
San Diego, CA 92123

Sincerely,



Ivory J. Anderson, Jr., MBA
SDUSD PSA Coordination Team
Parsons Constructors Inc.

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