



STANDARD CONSTRUCTION OPERATING PROCEDURE

NEW YORK CITY DEPARTMENT OF
DESIGN + CONSTRUCTION
Division of Infrastructure
Bureau of Construction

**SUBJECT: MANUAL OF PRE-CONSTRUCTION &
CRITICAL PHASE MEETING AGENDAS**

APPROVED:

ORIGINAL SIGNED BY

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SCOP..... : 09 - 001G

CATEGORY..: CONSTRUCTION
Subcategory : CONSTRUCTION

Keywords : Critical Phase Meeting
Pre-Construction Meeting

Supersedes..... : 02-009G

Supplements..... : 01-008G, 08-008G

Sheet..... : 1 of 50

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The following Pre-Construction and Critical Phase Meeting Agendas are to be used on all Infrastructure projects. The attached Agendas must be reviewed by the Resident Engineer prior to each scheduled meeting so as to tailor it to their specific project. While an effort was made to detail supplementary agendas for generic items of the contract, it should be noted that additional supplementary agendas may be necessary for specific projects.

These Agenda are to be reviewed with the field staff and contractors at Pre-construction and Critical Phase Meetings and documented in the project records.