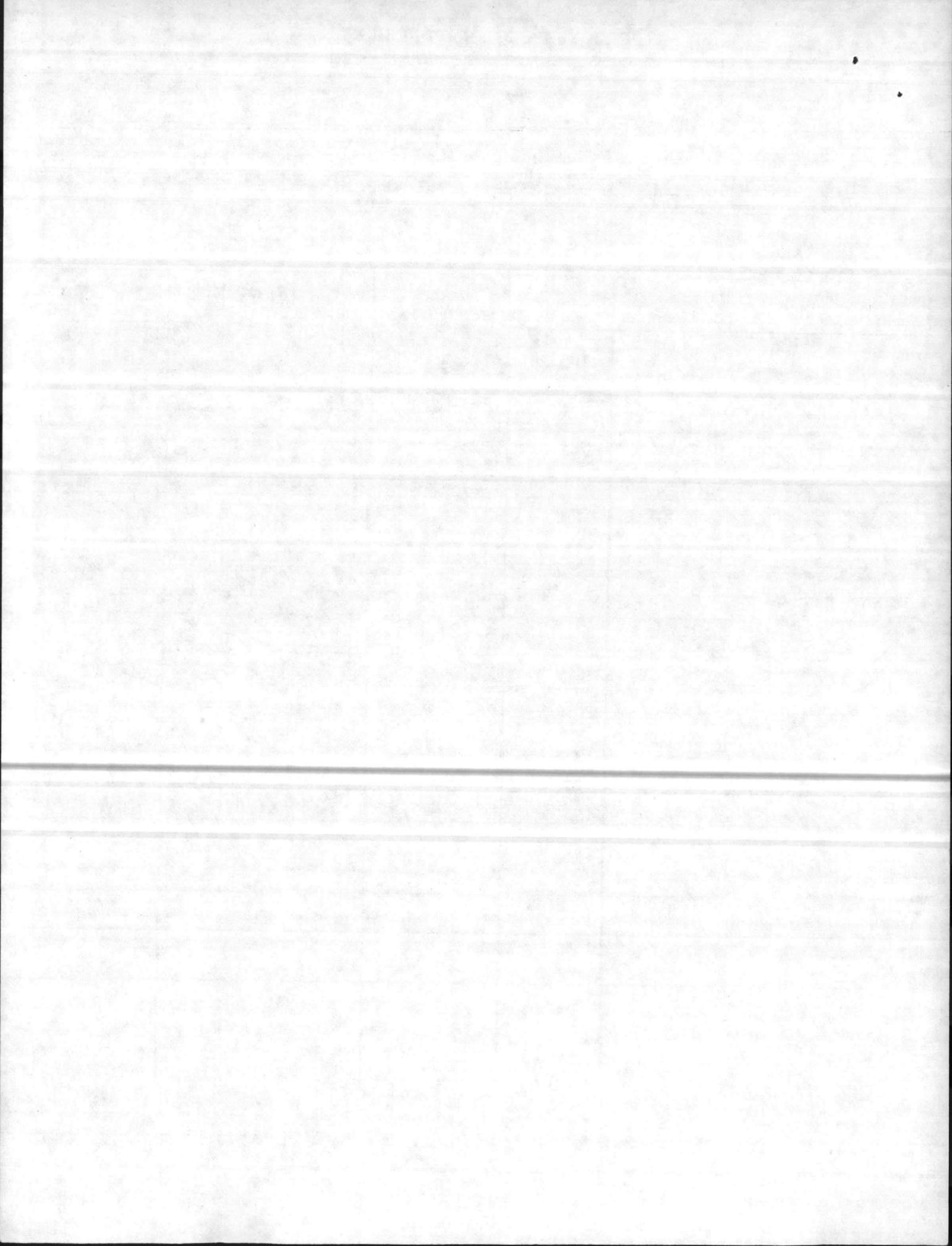


PRECONSTRUCTION CONFERENCE

Contract Number N C 2470-79-C-9202
REPAIR OVERHEAD STEEL WATER TANK (S-BAY 108)
MCP, CAMP LEJEUNE, NC

LIST OF ATTENDEES

NAME	RANK	TITLE	ORGANIZATION	TELEPHONE NO.
JIM BARRETT	LTJG	AROICC	OICC	451-2581
JACK M ^c Murtrey	Civ	FCJL	EMPLOYMENT OFF.	347-2121
Ty Rith	Civ	FIRE INSP.	FIRE DEPT	451-5039
Vic Geck	Civ	CONST. REP.	OICC	
Karita Sater	Civ	Civil Engr	Civil Branch DD	451-3038
JOHN COTTON	CIV	CONST. INSP.	OICC	451-2581
M. Ennett	CIV	Mgt, Cont. B1	OICC	451-2581
MARIL FRAZELLE	Civ	FOREMAN	WATER TREAT	451-5988
Terry Hatcher	Civ.	Dir., Util. Div.	Base Maint.	451-5024
F. E. Cone	COO		Basemaint	451-5202
Coln L. Wetherington	CIV	Sen. Jr. Engr	Base Maint Steel and Tank Secy	451 5161
But E. Shirk				
Walter H. Rowlette				



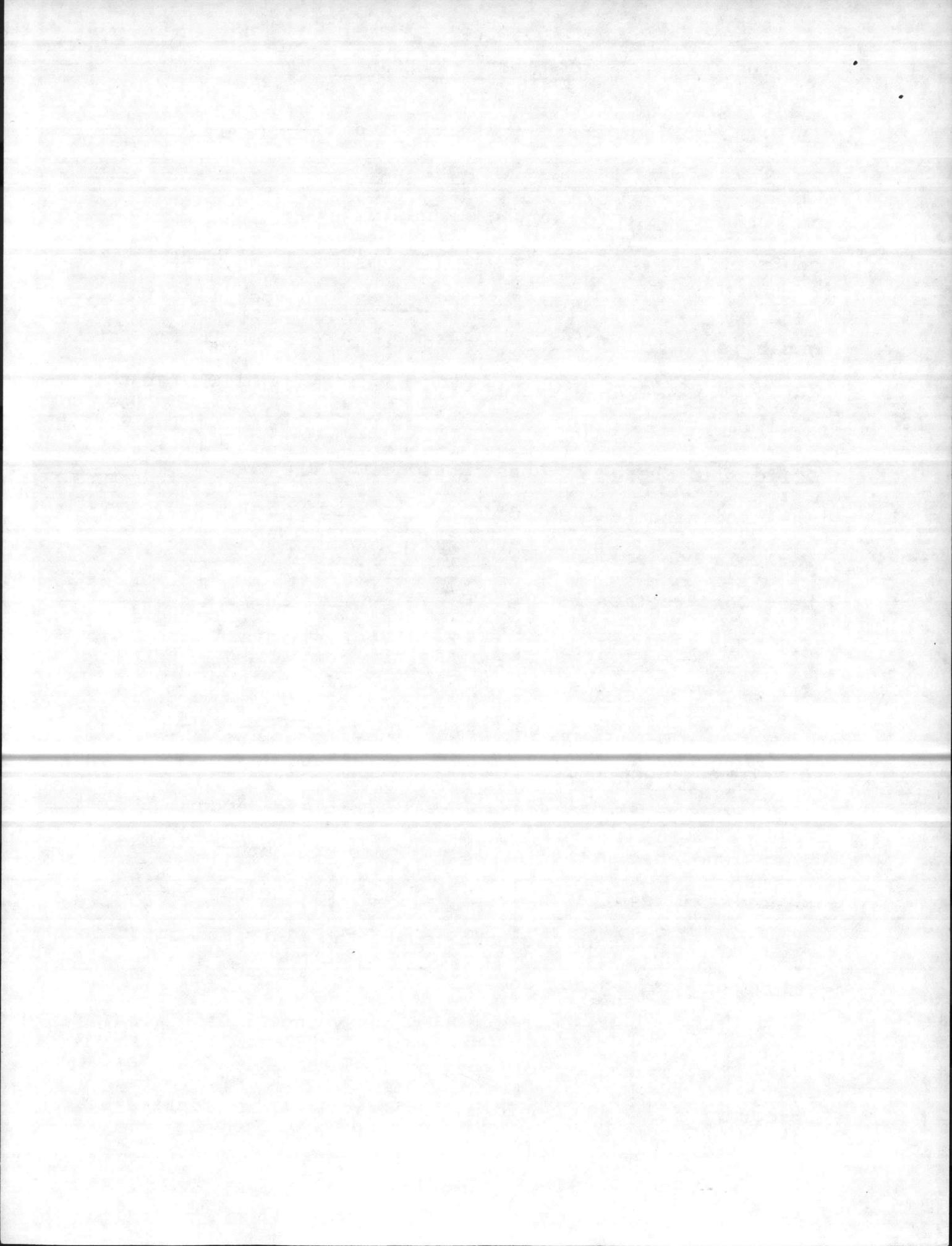
CONFERENCE CHECKLIST

(1) The subject contract was awarded to STEEL & TANK
SERVICE CORP. OF WAXHAW, NC
on 9 NOV 79 in the amount of \$ 85,200.⁰⁰ with a
contract completion date of 24 MAY 80. Liquidated
damages in the amount of \$ 15⁰⁰ per day have been
established for failure to meet the stated completion date.

(2) The Officer in Charge of Construction (OICC) for this
project is CDR V. PODRUSKI. The Resident
Officer in Charge of Construction (ROICC) is SAME.
The Assistant Resident Officer in Charge of Construction (AROICC)
for this project is LTJG JIM BARRETT. The govern-
ment Construction Representative is JOHN COTTON.

(3) The OICC is solely responsible for administering the con-
tract through his authorized representatives and only he may
authorize changes in contract plans or specifications. The
Government Construction Representative has all the necessary
authority to see that the work is completed according to the
plans and specifications, but he has no authority in change
order matters affecting time, price, or the contractor's
methods so long as they conform to the plans and specifica-
tions and safe practice. Any changes in the contract
involving these items must be made by the OICC in writing.

(4) The contractor will be required to implement a safety
program which will conform to all applicable federal, state



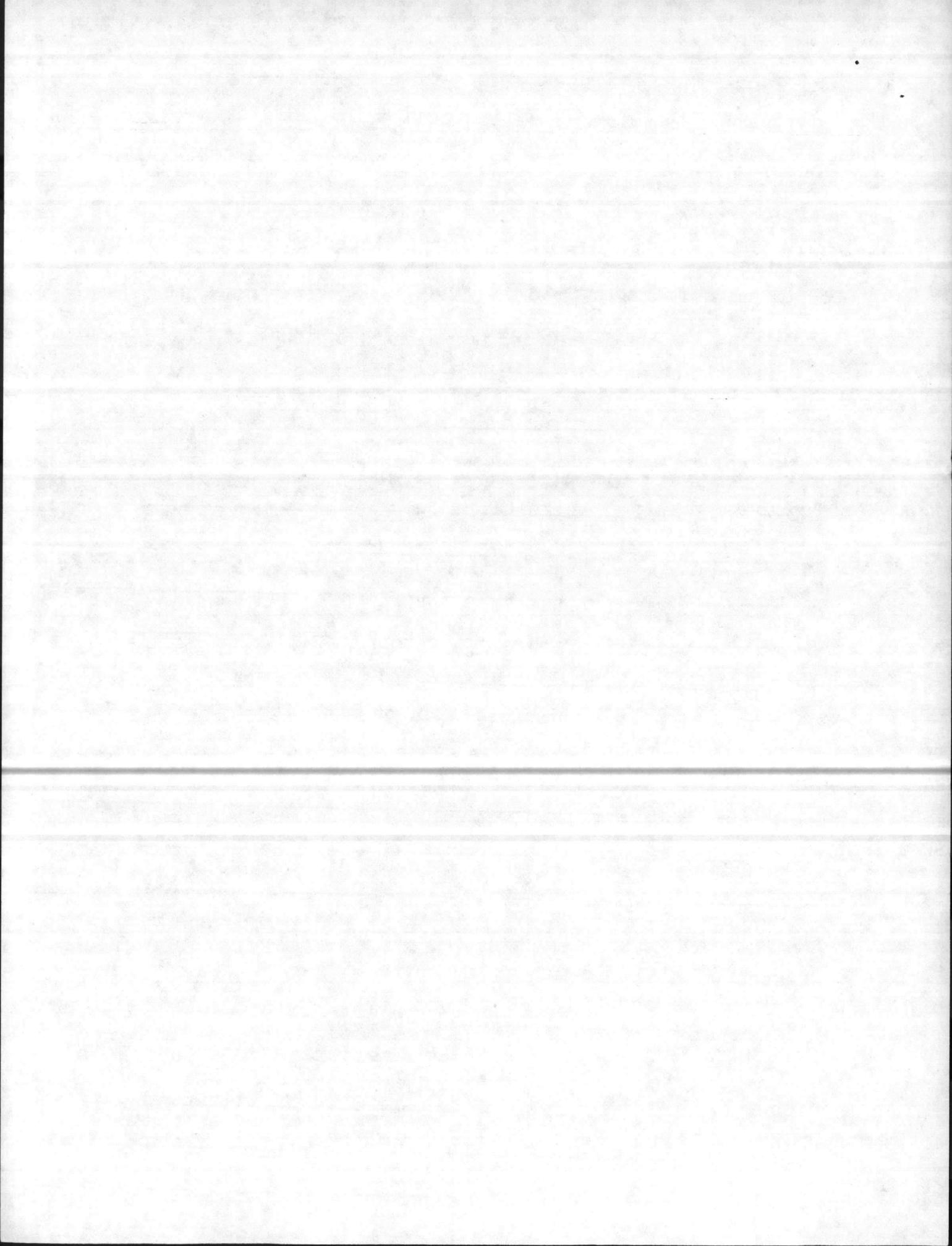
and local laws and regulations. The safety program shall include the provisions of the following publications: "Occupational Safety and Health Standards" and "General Safety Requirements" by the Army Corps of Engineers. A written Safety Program must be submitted and approved prior to commencement of work on this contract. Any accidents resulting in lost time for personnel must be promptly reported in writing to this office.

(5) _____, representing the Base Safety Office provided additional information on safety requirements. _____

(6) MR. TEX RITTER, representing the Base Fire Department, provided information on procedures involving "HOT" work and fire prevention. _____

(7) Federal Regulations require that all job vacancies be listed with the state employment office.

(8) MR. JACK MCMORTREY, from the North Carolina Employment Security Commission, provided information concerning local employment. _____



(9) Mrs. M. ENNETT, representing the OICC/ROICC Contract Branch, discussed various administrative items concerning the contract.

Performance/Payment Bonds _____

Certificate of Insurance _____

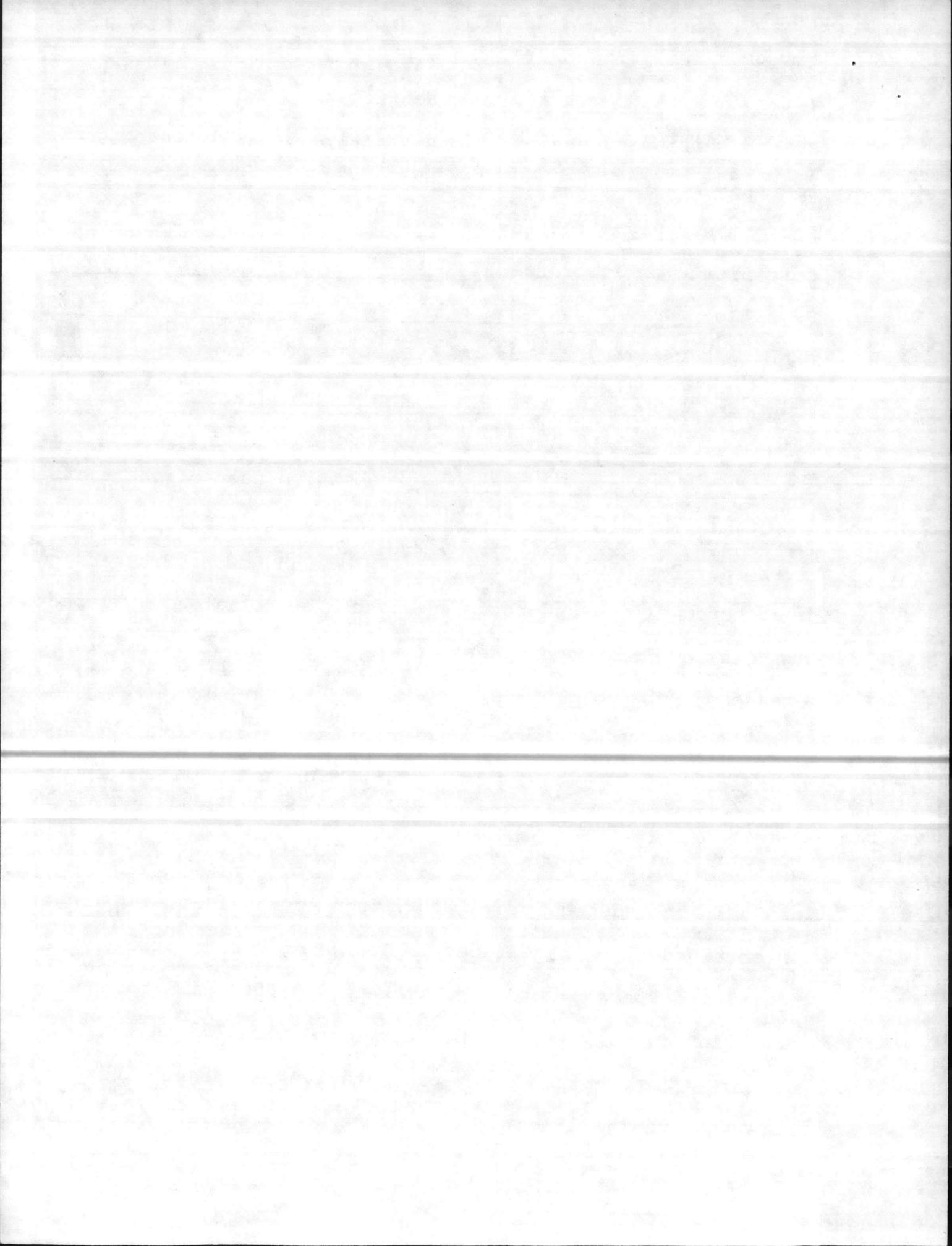
Payrolls _____

Sales and Use Tax Records _____

(10) _____, representing _____
_____ (prospective user of the facility)
provided specific information concerning the project.

(11) Key Personnel Listing furnished with your award package must be completed and returned as soon as possible. Telephone numbers and local addresses of key personnel will be for emergency use.

(12) Clause 63 of the General Provisions specify the Prime Contractor shall perform on the site, and with his own organization, work equivalent to at least 20% of the total amount of the work to be performed under the contract. That amount can only be reduced, provided written approval of such reduction is obtained from the Officer in Charge of Construction. All negotiated subcontracts greater than \$10,000 shall include a provision authorizing the Comptroller General of the United States, or any authorized representative, access to the right to examine directly, pertinent books, papers and records



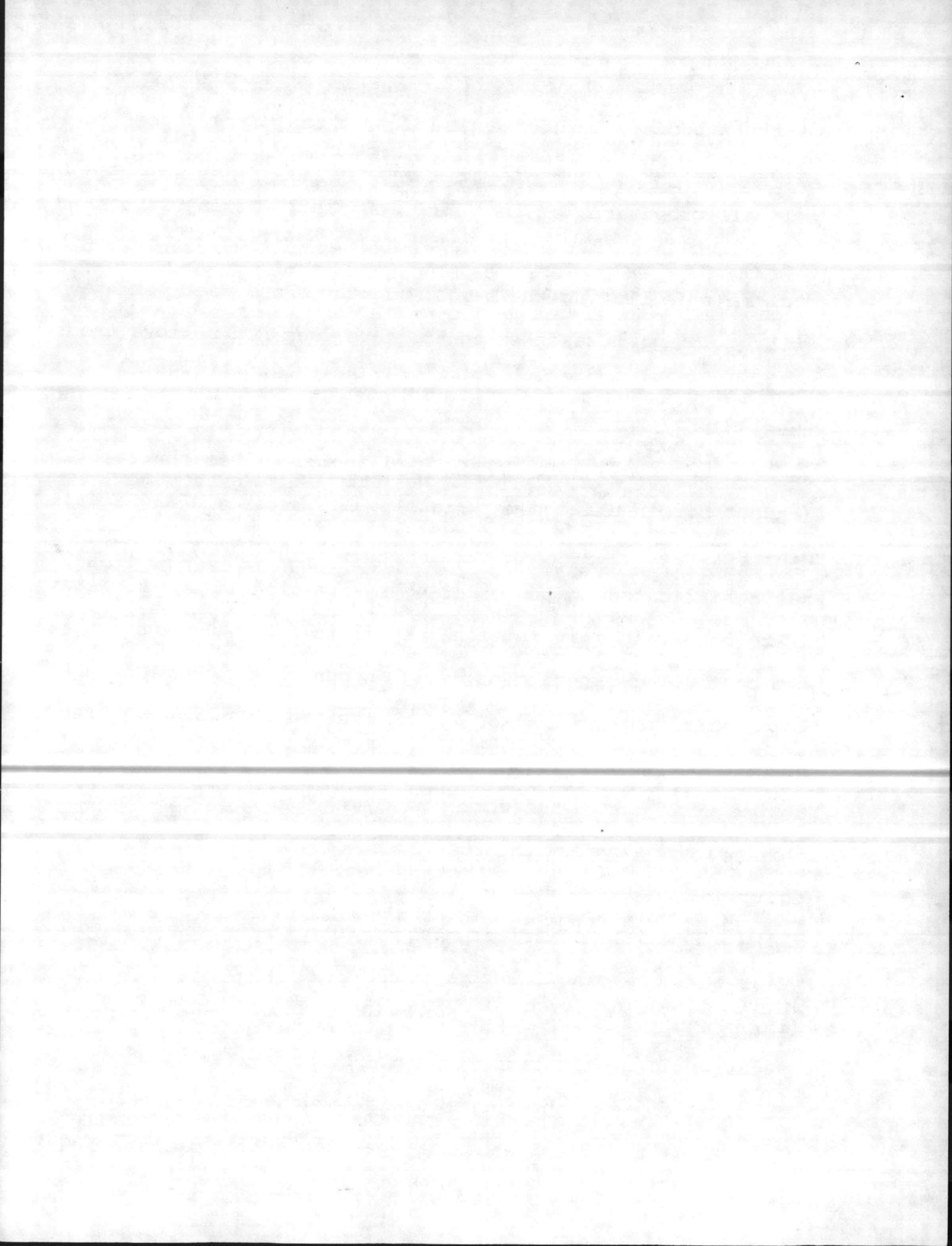
of the subcontractor for a period of three years after final payment of the contract. All subcontracts issued must contain all provisions of the prime contract. If any subcontractors will be working on this contract, a written report must be made listing the names, addresses and what work they will be doing. Use of subcontractors does not relieve the prime contractor from having a qualified representative on the job at all times.

(13) A DO-C2 priority rating will apply to this contract (except for insulation materials). All materials and equipment purchased under this contract must have this priority rating indicated on the ordering information if any assistance is to be obtained in material expediting. In the event that the contractor experiences delay in contract completion due to material procurement delay, he must be able to show that he used the DO-C2 rating on the order as substantiation for a time extension. Subcontractors are also required to utilize this priority system in procurement of their materials and equipment.

(14) A Schedule of Prices must be submitted and approved prior to processing first payment.

(15) Requests for payments must be in accordance with the specifications. In order to expedite payments, close coordination with the inspector is suggested.

(16) Power and telephone hook-ups when available will require a deposit and application at the appropriate office on base.



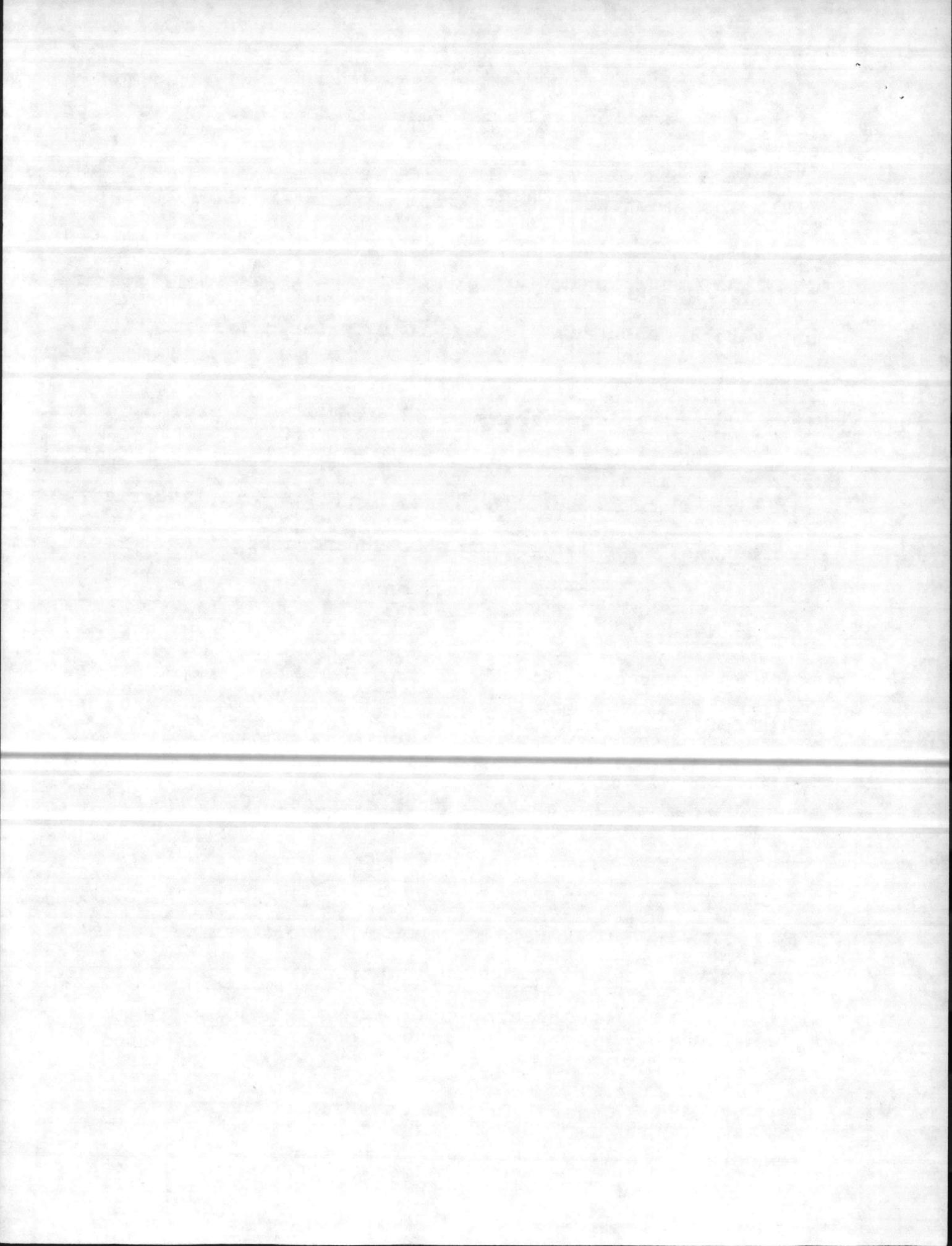
(17) If a trailer or storage area is required, approval of such a site must be obtained from the AFCEC.

(18) The construction site must be maintained properly at all times. Persons who litter aboard Marine Corps Base can now be prosecuted in Federal Court. No person will operate any vehicle upon any highway, road, waterway, recreation or training area within the Camp Lejeune Complex unless the cargo is in containers or covered by a tarpaulin in such a manner as to prevent any part of its contents from falling or being scattered upon any such highway, road, waterway, recreation or training area. Trash and debris should be disposed of in a proper manner on a daily or other approved periodic basis.

(19) (A Contractor Quality Control System is not specified for this contract.) (A Contractor Quality Control System is specified for this contract. A qualified CQC representative must be designated and on site. A written CQC program must be submitted and approved prior to commencement of work. The CQC representative cannot be subordinate to the superintendent i. e., he must report separately to an officer of the firm).

(20) (Since this contract is for less than \$500,000, Paragraphs 96 and 97 of the General Provisions do not apply.)

(Since this contract is for \$500,000 or more, Paragraphs 96 and 97 of the General Provisions require quarterly reports concerning small business subcontracting and minority business



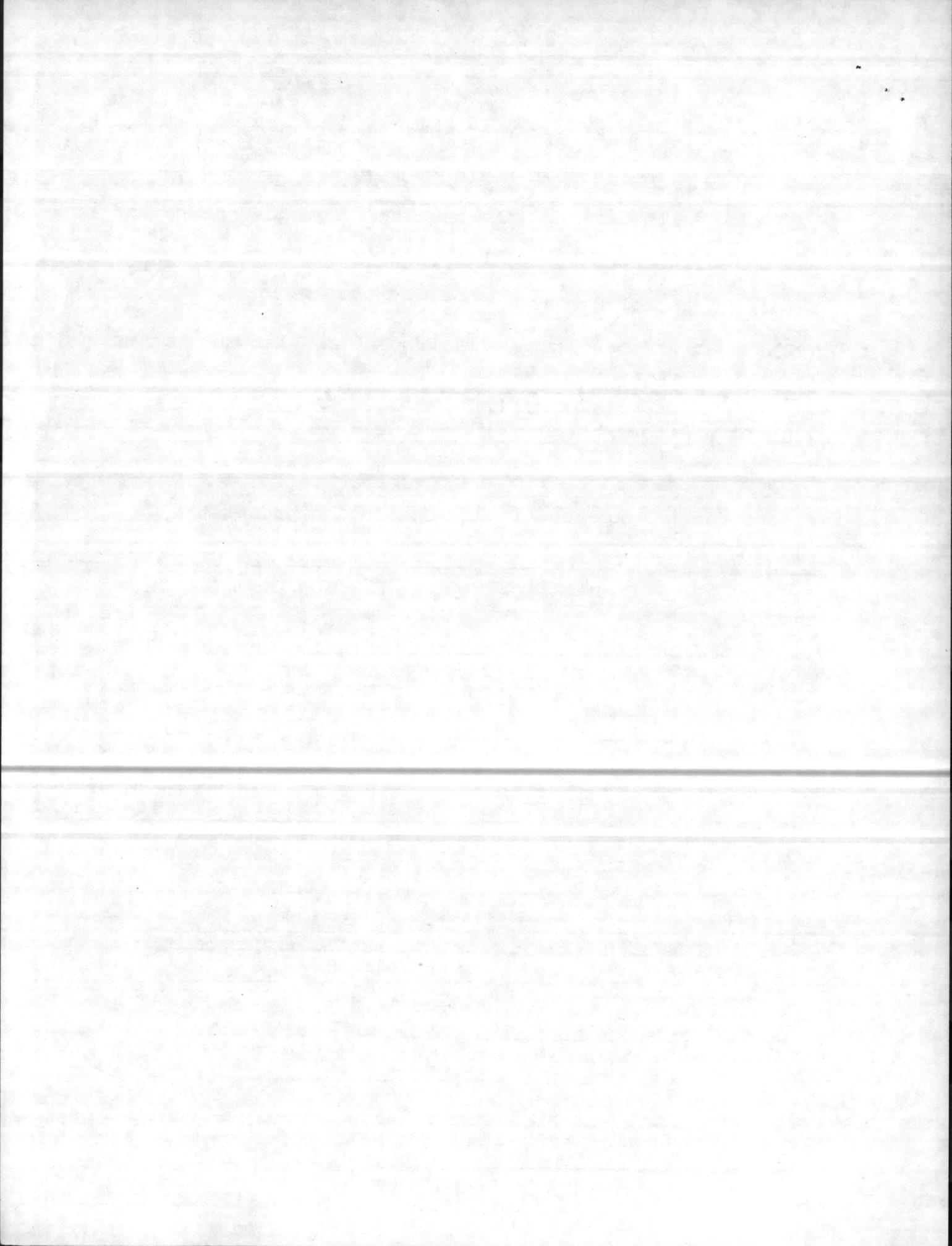
subcontracting. Please note these requirements and provide the required reports in a timely manner).

(21) As-built drawings are required from the contractor at the end of the project. This requirement is best handled by keeping a set of drawings current with all changes.

(22) A written Environmental Protection Plan must be submitted and approved prior to commencement of work.

(23) A written schedule of work will be required prior to commencement of work. The following restrictions or conflicts can be expected in the scheduling process. _____

(24) The following samples of materials and/or equipment must be submitted to the OICC for approval: _____



(25) The following drawings and/or data must be submitted to the OICC for approval: _____

(26) A Certificate of Compliance on the following items must be furnished to the OICC. _____

(27) Additional items of discussion _____

