

CLAUSE H-9 – CONSTRUCTION STATUS MEETINGS (August 2002)

The Subcontractor shall be required to attend a monthly construction status meeting with the Subcontracting Officer and the Subcontracting Officer's Technical Representatives. The first meeting will be held within fifteen (15) calendar days after Notice-to-Proceed and at this initial meeting the schedule for future meetings shall be agreed upon. This meeting schedule shall be adhered to for the life of the subcontract unless changed by the Subcontracting Officer.

Attendance is mandatory and shall include the Subcontractor's senior site representative (Superintendent) and such other Subcontractor personnel, including those of subcontractors that are considered necessary by both parties to conduct the business of this meeting as discussed below.

This meeting is intended as a forum for free exchange of information to keep both parties informed as to status of the subcontract work. The Subcontractor shall at each meeting be prepared to address as a minimum the following items:

- (a) Schedule including submittal status, procurement, fabrication, delivery, installation and a 30-day activity look-ahead
- (b) Safety
- (c) Quality
- (d) Change Orders
- (e) Problems/Proposed resolutions
- (f) Any other items that are considered necessary to determine the overall subcontract status

Minutes of meetings will be prepared by the Subcontracting Officer or his designated representative and distributed to all attendees.