All,

Effective immediately, in light of the Coronavirus (COVID-19) impact, we are going to minimize on-site Preconstruction Conferences. These conferences are still required prior to beginning work, but we need to convert these to teleconferences as much as possible to minimize travel and exposure for all parties.

For typical resurfacing projects and projects with small scope of works (simply bridge replacement, intersection improvements, lighting, etc.), all should be able to be held by teleconference. For a more complex project such as a major bridge replacement with roadway work, utility relocation, multiple subs, etc., it may be more difficult to do this be teleconference since the larger the group the more likely folks are to talk over each other on an issue. If the project and participants are enough that you feel you need to meet on-site, then we need to schedule it in a larger meeting room to allow for proper social distancing. However, you could allow those that play a major role in the meeting to attend in person and then have those with lesser roles, such as other staff members or a subcontractor, call in and teleconference so they are still hear the discussion points like normal.

Of course, having these conferences by teleconference means that the agenda has be to emailed to all participants prior to the meeting so that everyone understands what will be discussed.

Thanks to all for your understanding and cooperation as we move forward with the keeping the work ongoing in these trying days. As always, if you have questions or need/want to discuss, please feel to call, text or email.

Gina Gallegos