

PART I – GENERAL**WORK SPECIFIED HEREIN**

This Section describes criteria for Project meetings to be held both before and during construction. This Section is complementary to the General Conditions and Supplementary General Conditions and nothing herein shall be considered to waive any requirements of the General Conditions or Supplementary General Conditions.

PRE-BID CONFERENCE

A pre-bid conference will be scheduled by PETSMART Construction Manager. Said meeting will be held at the proposed jobsite or by telephone. A representative from each bidding General Contractor shall attend. This meeting is mandatory, any G.C. not represented will be assumed to fully understand all aspects of this bid. A PETSMART representative will contact each G.C. to verify time, location and attendance at meeting/ conference call.

PRE-CONSTRUCTION CONFERENCE

A Construction Conference to discuss the Project work will be held at a time no more than four (4) weeks from start of construction and at a location designated by PETSMART. The General Contractor, together with representatives of his major Subcontractors, shall attend, as will the Owner/PETSMART. The purpose of this conference is to discuss the Project in detail, including scheduling of work, bi-weekly construction meetings and to answer any questions that may arise. Unless followed up in writing, verbal authorizations or acknowledgment by any one present shall not be binding. **The General Contractor shall prepare detailed written “minutes” of each meeting and distribute to all attendees and all associated subcontractors.**

END OF SECTION

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