



Maura Healey, Governor  
Kimberley Driscoll, Lieutenant Governor  
Gina Fiandaca, Secretary & CEO  
Jonathan L. Gulliver, Highway Administrator



September 8, 2023

Skanska USA Civil Northeast Inc.  
7520 Astoria Blvd, Suite 200  
Elmhurst, NY 11370

SUBJECT: Duxbury Bridge Bundle (8 Bridges)  
Contract # 121839, Projis # 613005, DF# 1541  
Federal Aid Project Nos.: STP(BR-OFF)-00DB(004)X  
Prime Contractor: Skanska USA Civil Northeast Inc.  
RE: Pre-Construction Conference

Dear Attendee:

A Preconstruction Conference for the above-referenced project will be held on Wednesday, September 20, 2023 at 10:00 AM as a Virtual Meeting. (The meeting ID information will be forthcoming). The Prime Contractor, utility companies, local municipalities and DBEs are required to attend. At this meeting, you may discuss any concerns you have related to this project.

The Contractor shall submit the following at this Preconstruction Conference:

1. a projected monthly spending forecast,
2. a proposed Schedule of Operations in bar chart form, which is required to be submitted within 30 Calendar Days after Notice to Proceed,
3. a "sub-net" schedule for early utility relocation requests per the paragraph below,
4. a TMP (Traffic Management Plan),
5. a Source of Materials Form to be handed out at the meeting,
6. all requests for subcontractor approval,
7. any other required documentation.


In accordance with Subsection 8.14.C.2, if the Contractor intends to propose an early utility relocation, the Contractor shall submit written notification of this intent to the Department, either prior to or during this Preconstruction Conference. An early utility relocation is any utility

relocation that the Contractor wants performed prior to submission and acceptance of the Baseline Schedule. In addition, the Contractor shall present at this Preconstruction Conference a “sub-net” schedule which clearly depicts each utility relocation and when this work needs to occur. This “sub-net” schedule shall be included as part of the official written early utility relocation request. If this request is acceptable to the utilities and the Department, the Engineer will issue a Notice to Proceed to the affected utilities. The Department is required to give each utility 30 Days notice prior to the utility being required to start work.

In addition, the EEO Affirmative Action Preconstruction Conference is scheduled to occur immediately following the Preconstruction Conference. It is requested that the Contractor have in attendance at this meeting, representatives of the Disadvantaged Business Enterprises to be employed on this project. Please ask these representatives to bring to this meeting their Projected Manning Table and Proposed Schedule of Operations. Also, all subcontractors should be invited by the Contractor to attend this meeting as well.

If you have any questions on this, please contact Greg Nichols, the Area Construction Engineer for this project.

Sincerely,



[Michael McGrath \(Sep 8, 2023 09:00 EDT\)](#)

Michael J. McGrath  
District 5 Construction Engineer

RMF

[RMF \(Sep 8, 2023 08:53 EDT\)](#)

RMF/wav

cc: Mary-Joe Perry, DHD  
Scott Borges, Resident Engineer  
Greg Nicholas, District. Area Engineer  
R.Bilski, Project Developement  
J. Bielski, District Utilities Contracts  
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