

CONSTRUCTION PROCEDURES HANDBOOK

SECTION VI	SUBSECTION A-5	DATE
CONSTRUCTION OPERATIONS	PRE-DECK CONCRETE CONSTRUCTION MEETING	09/12/2022

At least 10 days prior to beginning construction of bridge decks the RE will schedule and hold a meeting to establish the requirements to ensure quality construction as specified in 507.03.02 C. The RE will attend and invite the following to these meetings:

- Field Manager
- Prime Contractor
- Subcontractor (if applicable)
- Supplier
- Plant Inspection Coordinator, Materials
- RME or representative
- Bureau of Materials Coring Section

Ensure that required working drawings for joint assemblies, SIP forms and the deck placement plan have been submitted and approved prior to the meeting as specified in 507.03.01 A, and 507.03.02 A. and 507.03.02 B.

The agenda for the meeting will include at a minimum the following topics for:

- Schedule – Include timing of the dry run
- Request for plant inspection by 2:00 PM the previous day
- Material requirements – Discuss the need for properly submitted and approved Material Questionnaires and mix design approval
- Dry Run (refer to 507.03.02 G.)
- Rate of placement (refer to 507.03.02 H.)
- Equipment
- Curing (refer to 507.03.02 J.)
- Number and location of wash out facilities
- Work force – Indicate that there **must** be a dedicated crew for the curing process for bridge decks
- Weather restrictions – Cold and hot weather concreting - protocol for stopping work refer to 507.03.02 F)
- Materials sampling, testing, and coring
- Opening to traffic (refer to 507.03.02 O.)
- Traffic stripes / pavement markings
- Contractor's ACI Certified Inspectors and related forms
- Atmospheric evaporation rate during placement of bridge deck
- Type of fog misting equipment
- The possible need for early cylinder breaks
- Project specific requirements indicated in the Special Provisions

A memorandum of record is to be prepared by the RE pertaining to the meeting and distributed to all in attendance with a copy to the project files.