

CONSTRUCTION PROCEDURES HANDBOOK

SECTION VI	SUBSECTION A-6	DATE
CONSTRUCTION OPERATIONS	PRE-CONCRETE SURFACE COURSE CONSTRUCTION MEETING	09/30/2022

Ensure that a detailed plan of operation is submitted for approval at least 20 days before placing Concrete Surface Course as specified in 405.03.02 A. Do not allow paving operations until the RE approves the plan. If the paving operation needs to be changed for any reason, an adjusted plan needs to be submitted for approval.

Although a pre-concrete surface course construction meeting is not required by the specifications, it is encouraged to establish the requirements to ensure quality construction of the Concrete Surface Course. Schedule the meeting 10 days prior to concrete placement. 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

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

- Weather Limitations (refer to 405.03.02 B.)
- Installing Longitudinal Joint Ties (refer to 405.03.02 C.)
- Concrete Placing Methods (refer to 405.03.02 D.)
- Curing (refer to 405.03.02 E.)
- Protecting Concrete Surface Course (refer to 405.03.02 F.)
- Sawcutting Relief Joints (refer to 405.03.02 G.)
- Sawcutting and Sealing Joints (refer to 405.03.02 H.)
- Thickness Requirements (refer to 405.03.02 I.)
- Ride Quality Requirements (refer to 405.03.02 J. including pay adjustment exclusions indicated in the Special Provisions)
- Opening to Traffic (refer to 405.03.02 K.)
- Diamond Grinding (refer to 405.03.04)
- Core Samples (refer to 405.03.03)
- Schedule
- Request for plant inspection by 2:00 PM the day before concrete placement
- Material requirements – Discuss the need for properly submitted and approved Material Questionnaires and mix design approval
- Rate of placement
- Equipment
- Number and location of wash out facilities
- Work force
- Materials sampling, testing
- Contractor's ACI Certified Inspectors and related forms
- 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.