



Parks and Recreation Department
City of Bellingham

PRECONSTRUCTION MEETING AGENDA [SAMPLE]

MEETING DATE: _____

ISSUED DATE: _____

PROJECT: _____

BY: _____

LOCATION: _____

I. INTRODUCTIONS

II. UTILITIES AND RAILROADS

III. SUBCONTRACTORS AND AGENTS

IV. RECORDS AND REPORTS

V. TRAFFIC CONTROL AND SAFETY

VI. PERMITS & INSPECTIONS

VII. ORDER OF WORK

VIII. GENERAL CONSTRUCTION DISCUSSION