



CONSTRUCTION PROGRESS INSPECTION

RECOMMENDATION:

Scheduled meetings of Architect, Contractor and Sub-Contractors should be held during the progress of the work to eliminate any delay in notification of deficiencies in the work. Items needing correction or other attention should be noted and listed in the Architect's field reports; and the Contractor should endeavor to correct these items in a timely manner, not leaving them to be attended to at Substantial Completion time. Notification of rejection of any phase of the work should be made in a timely manner by letter from the Architect to the Contractor.

COMMENTS:

- A. Implied acceptance of work by failure to give prompt notification of rejection is to be avoided by the Architect.
- B. Contractor should maintain a standard of construction quality well within specification requirements.
- C. Good communication between Architect and Contractor will eliminate many misunderstandings.
- D. Architect and Contractor should review the record drawings during their periodical job site meetings to assure that any changes are being recorded and the contractor should be furnished a set of prints for this purpose.



JCR-CP-6
Page 2 of 2

- E. Before any subcontractor begins his phase of any project with the general contractor's superintendent, a responsible party of the subcontractor's firm and the foreman will be in charge of the work for the project. During this meeting, the contract document and approved shop drawings are reviewed and questions answered. The architect should be advised of the time and place of such meetings in the event that he may wish to attend.

- F. Subcontractors should be encouraged to have the same foreman during an entire project.