

TOLLESTRUP

Construction (2005) Inc.

Project Meeting Agenda PROJECT---

THIS TEMPLATE WAS DEVELOPED FOR COL NLAI PROJECT IN 2015 BY PROJECT TEAM BUD HOGWEIDE, JONATHAN HAMILTON AND ROBERT KOVACS

1. Review of Previous Weekly Meeting Minutes
2. Safety
3. Traffic Accomodation
4. Environment Issues
5. Labor force and onsite equipment
6. Work Progress
7. Project Schedule
8. Project Delays
9. Site Facilities
10. Change Notices and Change Orders
11. Material Supply
12. Monthly Progress
13. Construction/Sub contractors Discussion
14. Consultant/Sub contractors Discussion
15. Owner Discussion
16. Stakeholder Discussions
17. Partnering
18. Additional Items
19. Next Meeting

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