

INDOT Contract Preconstruction Conferences

A very important part of a construction contract's beginning is the Preconstruction Conference, where the project staff meets with the prime contractor along with others involved, such as subcontractors and INDOT departments such as Testing, Environmental and EOD. At this meeting, the Disadvantaged Business Enterprises (DBEs), as well as majority-owned subcontractors, suppliers and lessors/haulers, discuss particulars of their part of the contract, including the amount of their commitment, pay items, and scheduling. As most aspects of the contract work are discussed, the district EOD field officer is there to explain the particular issues that involve contract compliance. The contract's Affirmative Action Certificate (AAC) is reviewed to reconfirm the commitment to the DBEs. This provides an opportunity for open discussion with those involved as to whether a DBE's items may be increased or decreased or when their work might be scheduled.

The INDOT EOD officer will touch on DBE compliance matters which include preparing a Commercial Useful Function (CUF) Report, lease requirements, explanation of red flags to watch for regarding a DBE's performance, and the process to follow when a DBE on the AAC is having a reduction or change in their commitment. This information is important for the DBEs to be aware of as INDOT has implemented steps to inform and protect the DBEs as well as complying with Federal Highway Administration requirements.

Preconstruction Conferences are scheduled by INDOT. Let your contractor know that you want to attend! You will be able to meet the district's EOD field officer who can assist on a variety of issues for INDOT's DBEs.