



**AIA North Carolina**

A Chapter of The American Institute of Architects



**CarolinanAGC**  
Building Your Business

## **JCR-25**

### **Meetings With Subcontractors At Project Site**

October 1975

October 1999

#### **Recommendations:**

1. Before any subcontractor begins his phase of any project, the contractor should arrange a meeting at the project site with the general contractor's superintendent, a responsible party of the subcontractor's firm and the foreman who will be in charge of the work for the project. During this meeting, the contract documents and approved shop drawings are reviewed and questions answered. The architect should be advised of time and place of such meetings in the event that he may wish to attend.
2. Subcontractors should be encouraged to have one foreman during an entire project.
3. Subcontractors should attend weekly progress meetings if their work is in progress, or if soon to take place.

#### **End of JCR-25**

*This recommendation is the result of considerable discussion and deliberation by the Architect and General Contractor members of the Joint Cooperative Committee of AIA North Carolina and the Carolinas AGC. While its provisions are not binding on individual Architects or General Contractors, the committee believes that adherence to the recommendations will benefit the Owner and the Construction Industry in general.*