UA LOCAL 26

Pre-job Notification Form

MCA Labor Management Agreement

Subsection 21.9

The Employer shall notify Local 26 of all contract awards in excess of one million dollars in mechanical scope and at the request of Local 26 shall agree to schedule a pre job conference to discuss the scope of work and job assignments for the project.

Start Date: _____ **Completion Date:** _____

Contractor Name: _____

Project Name: _____

Pre job Meeting Location: _____ Date: _____

Project Description: _____

Project Location: _____

Project Value: _____ Mechanical Value: _____

26 Work Recovery Yes ☐ No ☐ Dollar Amount _____

Man Hours _____

Work Recovery Job # _____ Dollars per hour _____

PROJECT/PROCUREMENT DETAIL

☐ Public (Prevailing Wage)

- ☐ Lump Sum (Plan/Spec)
- ☐ GCCM ☐ Lump Sum (Plan/Spec)
  - ☐ MCCM
- ☐ Design-Build
- ☐ Energy
- ☐ Other:

☐ Private

- ☐ Lump Sum (Plan/Spec)
- ☐ Design-Build
- ☐ Design-Assist
- ☐ Other:
- ☐ PLA/CWA

General Contractor: _____

Address: _____ Phone #: _____

Local Contractor: ☐ National Contractor: ☐ AGC ☐ UNION ☐

General Contractor Project Superintendent: _____ Job Ph #: _____

Mechanical Contractor: _____ Plumbing Contractor: _____

Phone #: _____ Fax #: _____

Project Manager / _____ Phone #: _____

Contractor representative responsible for terminations: _____ Phone #: _____

Plumbing Foreman: _____ FOM ☐ Local ____ Phone #: _____

Pipe-Fitting Foreman: _____ FOM ☐ Local ____ Phone #: _____

Steward: _____ Phone #: _____

Freedom of Movement ☐ Yes ☐ No ***Limit 2 total***

Work Hours: _____ Shift Work:

☐ Day
☐ Swing
☐ Graveyard

Overtime: ☐ Yes ☐ No ☐ As Needed

Travel: ☐ Yes ☐ No Per Diem: ☐ Yes ☐ No

Parking: _____

Rate/Location _____

Substance Abuse Test: ☐ Yes ☐ No ☐ Randomized

		UNION		
	Sub	Yes	No	Contractor Name:
Insulation Contractor:	☐	☐	☐	
Fire-Stopping Contractor:	☐	☐	☐	
Fire Protection Contractor:	☐	☐	☐	
Core Drilling Contractor:	☐	☐	☐	
Controls Contractor:	☐	☐	☐	
Electrical Contractor:	☐	☐	☐	
Sheet Metal Contractor:	☐	☐	☐	

Equipment Vendor/ Contractors/Suppliers:

Company Name:	Description:

GENERAL SCOPE OF WORK AND HOURS BID

Mechanical: Hours Bid: _____

Please be as descriptive as possible.

Job Description:

Plumbing: Hours Bid: _____

Please be as descriptive as possible.

Job Description:

General Schedule and Major Milestones:

Notes:

NEW HIRES:

Plumber/Appr		Fitter/Appr		Refrigeration/Appr		Welder
	/		/		/	

Anticipated Manpower Curve

Month												
Plumber												
Fitter												
Refrigeration												
Welder												

Month												
Plumber												
Fitter												
Refrigeration												
Welder												

Weld Certs Required: N/A ☐ WABO ☐ UA 1 ☐ UA 21 ☐ OTHER ☐ _____

Safety Plan/Hazard Plan (Anything New or Unusual) _____

Anything Unique to This Job, i.e., Parking, Conditions, Location, etc.: _____

Required Jobsite Specific Certifications:

OSHA 10 ☐	OSHA 30 ☐	MED GAS ☐	BACK FLOW ☐
FIRST AID ☐	RIGGING/ SIGNALING ☐	20 HOUR RSO ☐	BOOM TRUCK ☐
DETAILING ☐	TWIC ☐	FORKLIFT ☐	CDL ☐
ELECTRICAL LICENSE ☐	OTHER: ☐	*(please specify):* _____	

_____

Go Over Helper Section: **YES** ☐ **NO** ☐ **N/A** ☐

Pre-job Notification Form continued

PLUMBER

	Yes	No	N/A	If no, Who?
Backing & Accessories:	☐	☐	☐	_____
Kitchen Equipment/Appliances:	☐	☐	☐	_____
Handling & Distribution of Plumbing Fixtures:	☐	☐	☐	_____
Swimming Pools, Fountains, Water Features:	☐	☐	☐	_____
Sub Footing Drainage:	☐	☐	☐	_____
Natural Gas:	☐	☐	☐	_____
Composite Lab Sinks:	☐	☐	☐	_____
Temporary Water & Drainage	☐	☐	☐	_____
Irrigation:	☐	☐	☐	_____
Beverage Piping (Installed Inside Conduit):	☐	☐	☐	_____
Med Gas:	☐	☐	☐	_____
Outside Utilities:	☐	☐	☐	_____

PLUMBER

	Yes	No	N/A	If no, Who?	
Rain-Water Catchment:	☐	☐	☐		_____
Water Reuse:	☐	☐	☐		_____
FARS- Fire Air:	☐	☐	☐		_____
_____:	☐	☐	☐		_____
_____:	☐	☐	☐		_____
_____:	☐	☐	☐		_____
_____:	☐	☐	☐		_____

Pre-job Notification Form continued

MECHANICAL

	YES	NO	N/A	If no, Who?
Temporary Heating/Cooling Boiler and Hydronic Hoses:	☐	☐	☐	_____
Hydronic Piping:	☐	☐	☐	_____
Steam & Condensate:	☐	☐	☐	_____
Generator Exhaust:	☐	☐	☐	_____
Fuel Oil Piping	☐	☐	☐	_____
VAV Boxes, Chilled Beams, FCU's and Heat Pumps:	☐	☐	☐	_____
VESDA & Smoke Detection Piping:	☐	☐	☐	_____
Pneumatic Messenger Tubing/Piping:	☐	☐	☐	_____
Compressed Air:	☐	☐	☐	_____
Equipment Bases:	☐	☐	☐	_____
Fume Hoods:	☐	☐	☐	_____
MRI Quench Vent:	☐	☐	☐	_____

MECHANICAL

	YES	NO	N/A	If no, Who?
Natural Gas:	☐	☐	☐	_____
Fusion Piping:	☐	☐	☐	_____
Startup/ Balancing/Commissioning:	☐	☐	☐	_____
Controls & Cabling:	☐	☐	☐	_____
HVAC & Heat Pumps:	☐	☐	☐	_____
Walk in Boxes:	☐	☐	☐	_____
Split System A/C Piping:	☐	☐	☐	_____
Server Room/A/C Piping:	☐	☐	☐	_____
Refrigeration Cases and Fixtures:	☐	☐	☐	_____
VRF Piping and Equipment:	☐	☐	☐	_____
_____	☐	☐	☐	_____
_____	☐	☐	☐	_____

UA SCOPE OF WORK

Sterilizers, Cage Washers & Biohazard Cabinets:	YES ☐	NO ☐	N/A ☐	If no, Who? _____
Laundry Equipment:	YES ☐	NO ☐	N/A ☐	If no, Who? _____
UA Rigging Work, Taglines, Signaling Cranes:	YES ☐	NO ☐	N/A ☐	If no, Who? _____
Material Handling:	YES ☐	NO ☐	N/A ☐	If no, Who? _____
Part Time Forklift – Boom Truck:	YES ☐	NO ☐	N/A ☐	If no, Who? _____
Demolition of UA Piping/Cut and Cap:	YES ☐	NO ☐	N/A ☐	If no, Who? _____
Tie into Existing Piping:	YES ☐	NO ☐	N/A ☐	If no, Who? _____
Prefab of UA Work – Verify Bug #:	YES ☐	NO ☐	N/A ☐	If no, Who? _____
Pipe Labeling:	YES ☐	NO ☐	N/A ☐	If no, Who? _____
Specialty Gas Umbilicals:	YES ☐	NO ☐	N/A ☐	If no, Who? _____
Equipment Setting:	YES ☐	NO ☐	N/A ☐	If no, Who? _____
Hangers and Supports for Indoor & Outdoor Equipment:	YES ☐	NO ☐	N/A ☐	If no, Who? _____

Pre-Fabrication:

Are you purchasing any custom made or built-up equipment packages? YES ☐ NO ☐ N/A ☐

If yes, What: _____

Where from: _____

Are you Fabricating? YES ☐ NO ☐ N/A ☐

If yes, What: _____

Pre job attended by:

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

Additional Comments / Notes