

Structure Construction Debrief Agenda

1. Project Engineer Opening Remarks and Introductions
2. Review Meeting Purpose and Objectives
3. Review De-Brief Report Note Taking Responsibilities
4. Project Engineer Overview of Project to Date
5. Review of Major Project Changes
6. Contractor and Project Office Respond to Specific Questions From Designer
7. Brainstorming and Ranking - Innovative and Noteworthy Design Concepts
8. Brainstorming and Ranking - Opportunities for Improved Design Concepts
9. Review De-Brief Report Contents
10. Review Action Items From Today's Meeting
11. Closing Remarks