

Construction Representatives Role in Coordination with Park and Concessionaire

- **Ensures coordination with all parties.**
- **Sets up meeting with designers, Park Representative, Concessionaire Representative, and other concerned parties to go over construction documents at beginning of project.**
- **Ensures understanding of construction impacts and final product to park and concessionaire activities.**
- **Keeps record file of all correspondence (including e-mail).**
- **Updates park representative about work in progress, modifications, safety issues, traffic controls, and other items as needed.**
- **Coordinates work with Concessionaire Representative.**
- **Coordinates change over of completed project with park.**
- **Ensures maintenance personnel are aware of operational needs.**