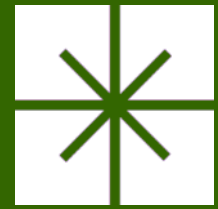


# Technical Bulletin

## Preconstruction Checklist



The Concrete Floor Contractors Association of Ontario was founded in 1971 to represent the concrete finishing industry.

Technical Bulletins are designed to provide state of the art information to owners, specifiers and contractors to both improve quality and reduce problems.

We hope that this information will assist you in this goal.

If you have any questions, or comments, please feel free to contact us at 905-582-9825 or by e-mail at [info@concretefloors.ca](mailto:info@concretefloors.ca)

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Concrete  
Floor  
Contractors  
Association

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### Background

There are many items which need to be coordinated and completed prior to ordering a concrete placement. These are commonly reviewed at the preconstruction meeting no less than 1 month prior to pouring.

### Checklist Items:

- All safety orientations and safety procedures in place.
- Guardrails installed on all elevated slabs.
- Vented heaters, minimized equipment exhaust and sufficient fresh air ventilation available.
- Work environment at 10°C minimum for entire placing and curing period.
- Granular base uniformly compacted, stable without rutting for concrete truck traffic and free of frozen inclusions.
- Granular base elevations to within  $\pm 10$ mm.
- Permanent or sufficient temporary lighting in place.
- Openings covered to prevent damage from rain.
- Noise by-law permits obtained when adjacent to residential areas.
- Vehicular signal person and traffic plan established.
- Supply of water available as required.
- Under-floor work completed and identified on as-built drawings.
- Perimeter rebar and insulation in place.
- Provision of accurate benchmark elevation with reference to work by others.
- Contract scope of work reviewed.
- Materials list submitted and approved.
- Materials manufacturers instructions reviewed.
- Concrete contractors qualifications reviewed.
- Mock-ups completed and approved for architectural work.
- Joint layout and column details reviewed and approved.
- Review of concrete mix for intended placing and finishing requirements and intended floor usage.
- Review of floor reinforcing for applied loading, shrinkage and curling.
- Concrete delivery rate confirmed by concrete producer.
- Inspection issues defined including tolerance measurement within 72 hours.
- Slab protection procedures in place.
- Deficiencies to be reported immediately.

### Further References:

- CSA A23.1 Concrete materials and Methods of Concrete Construction
- [Occupation Health and Safety Act](#)
- [Regulations for Construction Projects](#)