

1 Make this Section a part of the Standard Specifications:

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3 **“SECTION 695 - JUST IN TIME TRAINING**

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5 **695.01 Description.** This Section describes Just-In-Time Training (JITT) and to
6 what items of work or procedures it will apply to.

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8 **695.02 Materials.** Not applicable

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10 **695.03 Construction. Just-In-Time Training (JITT).** JITT shall be mandatory, and
11 consist of a Pre-Operational Conference and a formal joint training class on the work
12 the Engineer considers “new or specialized technology”, areas that workmanship
13 needs improvement or an area of work where the work needs to be discussed
14 openly between the Contractor and the State or an area of work that the Engineer
15 feels should be included. The Engineer may include other areas of work after the
16 bid but the Contractor will only be required to have the JITT for the added training as
17 soon as possible and is not required to have it before the work involved starts
18 although the Contractor is encouraged to. However, the JITT shall be no later if the
19 Engineer allows it. Construction operations for the work listed at bid time shall not
20 begin until the Contractor’s and the Engineer’s personnel have completed the
21 mandatory JITT. The Contractor’s list of participants for the Pre-Operational
22 Conference shall attend the JITT and shall be approved by the Engineer.

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24 The JITT session shall be conducted for not less than 4 hours, unless allowed
25 by the Engineer, on the listed work. JITT shall be an extension of the Pre-
26 Operational Conference. Both of these events shall be conducted at a location
27 convenient for both the Contractor’s and Engineer’s project staffs. Scheduling and
28 completion of the JITT session shall be completed at least 10 working days prior to
29 the start of construction of the activity. The Classes in general will be held during
30 normal working hours. However, the Engineer at its option may choose to schedule
31 the classes outside normal working hours.

32
33 The JITT instructor shall be experienced in the construction methods,
34 materials, and test methods associated with the listed work. The instructor shall not
35 be an employee of the Contractor unless the Engineer allows it. A copy of the
36 syllabus, handouts, and presentations materials shall be submitted to the Engineer
37 at least 14 days before the first day of the training. Selection of the course
38 instructor, the course content and training site shall be approved by the Engineer.

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40 The Contractor’s or Engineer’s personnel involved with the type of work to be
41 covered if they have completed similar training within the previous 12 months of the
42 date of the JITT will not be required to attend but are encouraged to do so. The
43 determination for exclusion of any staff member’s participation will be determined by
44 the Engineer.

46 The Contractor shall make every effort possible to have the workers,
47 subcontractors and suppliers attend the JITT for the work they will be performing.
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49 It is expressly understood that Just-In-Time Training shall not relieve the
50 Contractor of any responsibility under the contract for the successful completion of
51 the work in conformity with the requirements of the plans and specifications.
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53 **695.04 Measurement.** JITT will not be measured for payment.
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55 **695.05 Payment.** JITT will not be paid for separately. The costs shall be incidental
56 to the various work items.”
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59 **END OF SECTION 695**