



Construction Management Scope of Services

PRE-CONSTRUCTION PHASE

- ✦ Responsibility Checklist
- ✦ Communication /Partnering Workshop
- ✦ Phase 1/Geotech reports
- ✦ Master Scheduling
- ✦ Project Estimating
- ✦ Project Cost Control
- ✦ Value Analysis
- ✦ Government Approvals
- ✦ Bid Packaging
- ✦ Cash Flow Analysis
- ✦ Pre-Qualification of Bidders
- ✦ Design Review
- ✦ Approvals
- ✦ Long Lead Material Procurement
- ✦ Value Engineering and Constructability
- ✦ Trade Negotiations
- ✦ MBE/WBE Participation Programs
- ✦ Bidding Process
- ✦ Award Recommendations
- ✦ Contract Award

CONSTRUCTION PHASE

- ◆ Scope Review
- ◆ Preconstruction Conferences
- ◆ Project Coordination
- ◆ Progress Meetings
- ◆ Monitor Schedule
- ◆ Cost Control
- ◆ Cost Accounting Records
- ◆ Quality Control
- ◆ Full-Time Field Supervision
- ◆ Safety
- ◆ Change Order Control
- ◆ Trade Contractor Payment Approval
- ◆ Training Coordination
- ◆ Shop Drawing/Submittal Review
- ◆ Executive Reporting

POST CONSTRUCTION PHASE

- ◆ Substantial Completion
- ◆ Checkout Operational Systems
- ◆ Final Inspection
- ◆ As-Built Drawings
- ◆ Warranties
- ◆ Job Performance Review
- ◆ Subcontractor Performance Review
- ◆ One Year Inspection