CAPITAL PLANNING & CONSTRUCTION
A NEW DIRECTION

Newly introduced Design/Build monitoring & overwatch

Improved Design-Build processes for less experienced contractors
Tighter cost & time management controls
Increased quality control monitoring

Newly introduced Program Documentation

Project Award Letters
Notice to Proceed/Letter of Intent
Request for Proposal
Capital Projects Agenda/Summary Report
Construction Site Observation Reports
Campus Standards
Divisions 01 & 02 General conditions/Requirements
Architectural Basis of Design
Notice of Construction

Jump Starting with Notice To Proceed
Increased comfort level by Contractors to proceed earlier on "construction at risk" approach on time-sensitive projects where contract conformance process expected to delay.
Provides accelerated work in Design/Build projects where Demo packages can get jump-start while contract finalized.

New Comprehensive RFP packages
Closed large gaps in competing bid discrepancies
Streamlined pricing with submitted standards/cut sheets
Provided greater information for more overall accurate pricing
Provided bid direction for similarly formatted responses
Yielded more professional comprehensive bid packages
Yielded more structured pricing for improved costing per Division spec
Paved way to allow formal bid point scoring processes

Stakeholder immersion into project
Construction Observation reports provide summary of progress while functioning as task deliverables and needs report for all parties. The status section keeps needs at forefront while the 3-week schedule lookahead provides summary Gannt chart update of project stages. The photo journal section allows stakeholders visual updates and virtual construction site tours via the description tagged photos without having to be present at jobsite.

New Notice of Construction
Improved communication and transparency with new campus wide notification. The announcement includes various informative updates on project area, construction flow, reserved parking and timeframes of work. This also serves as opportunity to remind everyone about safety zone protocols and emergency contact information.
The Notice of Construction is formatted to plug-in to the newly revamped construction update website that is in progress.

Project Management Tools

Project Program Workbook

- Project Communication Charter
- RFP/Bid Summary-Analysis Worksheet
- RFP Scoring Matrix
- Budget tracking/reporting
- Program Schedule

AutoCad

- AutoCAD customized to MetaBIM floor plan interactivity & output

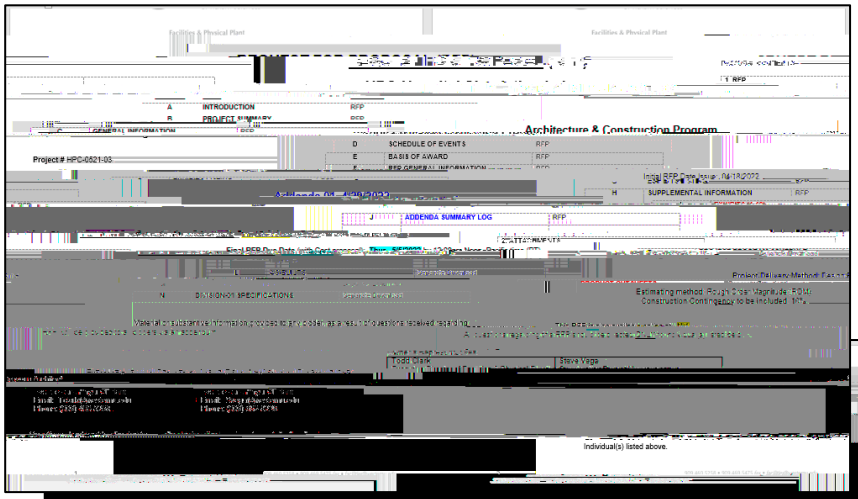
BlueBeam Studio

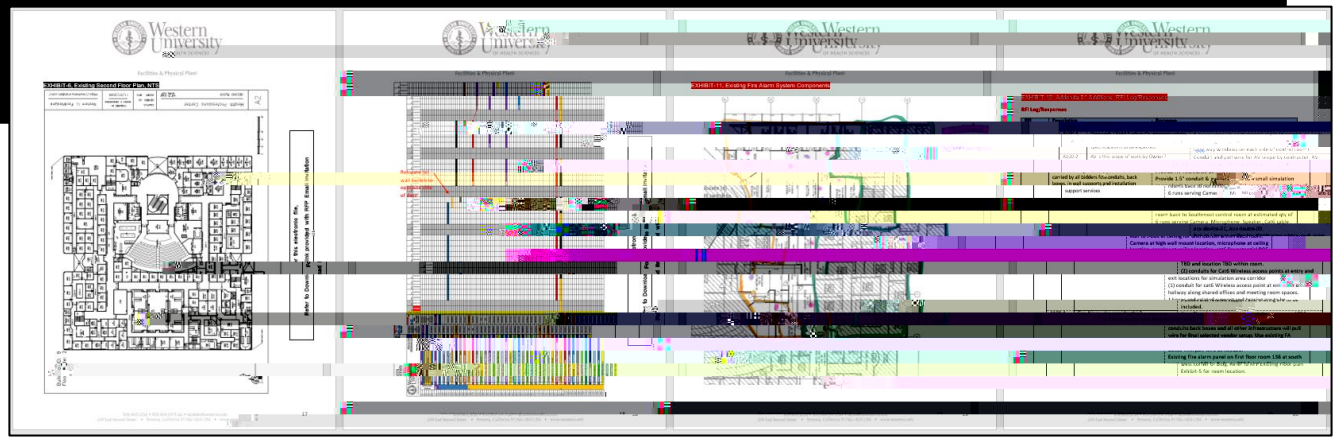
- Increased speed and efficiency in RFI & Submittal management
- Easier online virtual document sharing & markup
- Enhanced PDF management & accelerated distribution

Facilities Construction Website

- New Facilities Construction page
- New Vendor/Contractor info page

New Request For Proposal Format. WesternU



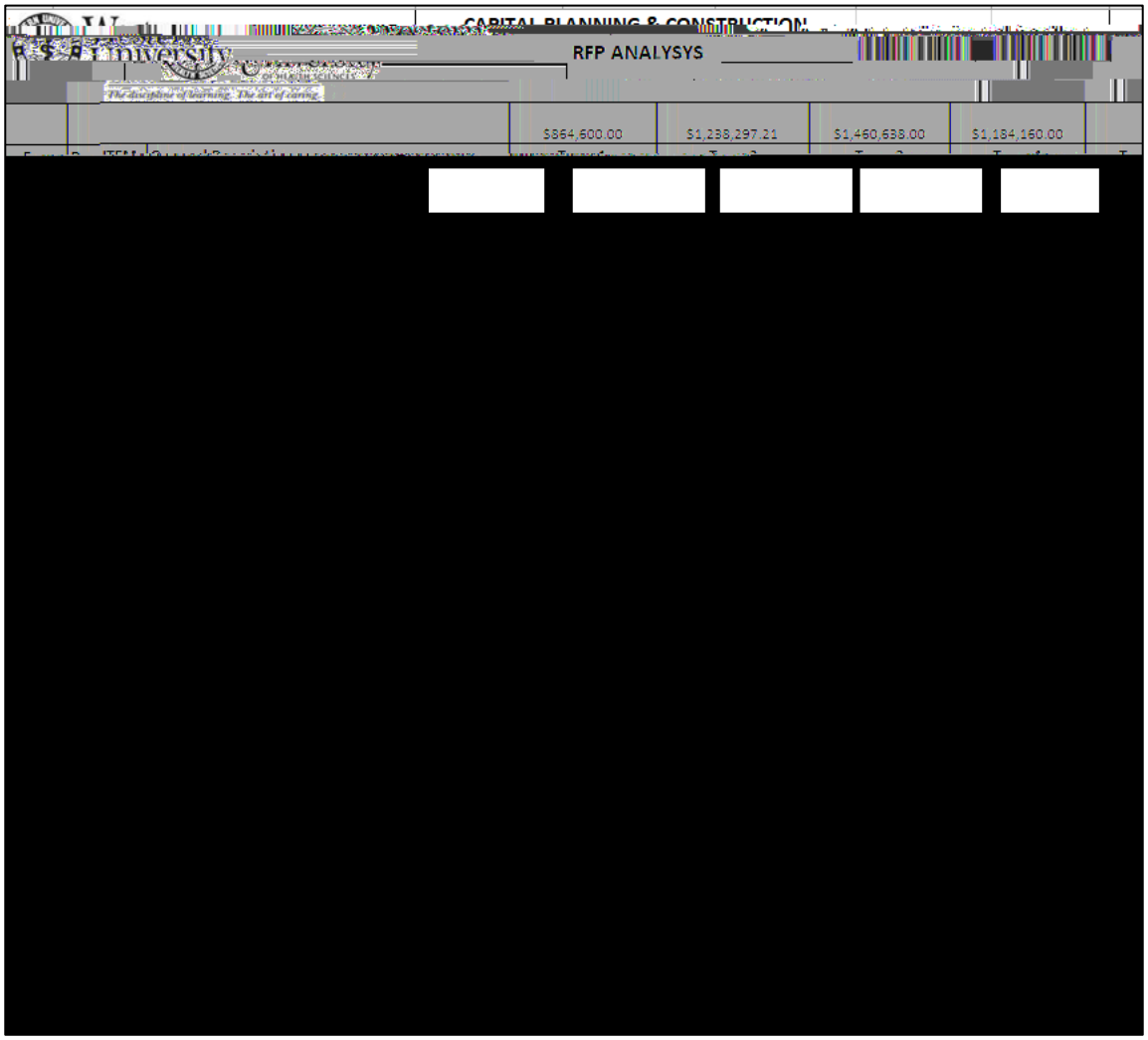


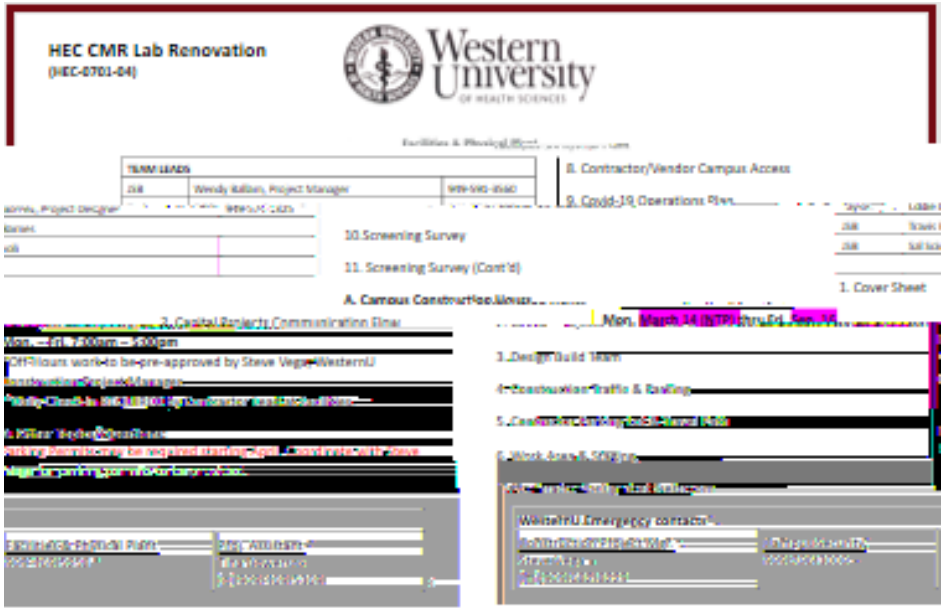
RFP/BID ANALYSIS

New RFP/Bid Analysis. WesternU Capital Planning & Construction has now introduced a more formal and efficient RFP/Bids review process to better compare and validate for fair competitive submissions. This also helps to ensure all aspects of the project are incorporated and no major omissions or extra work is included by any contractor. The omissions are reported back during a correction period for resubmission to ensure apples-to-apples pricing model that reflects true cost margins for each contractor.

The cost analysis helps identify each contractor's cost per s.f. which is used in conjunction with past performance factors in helping to determine best suited candidate for any given project.

The results from this new streamlined process are then taken and inserted into the next phase of evaluation. The data is added to a RFP Scoring Matrix where the final values are calculated to determine low average and high cost indexes. A percent deviation figure is calculated and a +/- delta is determined for acceptable cost deviations from a calculated accepted average valuation of the individual project.





New Construction Kick-Off Packages. WesternU Capital Planning & Construction has developed contractor kick-off packages that guide new oncoming workers with the various guidelines and contact information necessary to get the started working on campus safely and with proper procedures by the University and its various constituents.

The package outlines various processes that include:

- Project contacts & Emergency contacts
- Project start/end dates & working hours.
- Project Stakeholders
- Construction Team identification
- Construction area map & allowed construction traffic
- Construction designated parking
- Construction designated restrooms (if any)
- Work area and storage/staging of construction materials
- Security protocols and procedures
- Site access, key & badge access
- Covid protocols and procedures

PROJECT BUDGET MONITORING OVERVIEW

Funding & Allocations

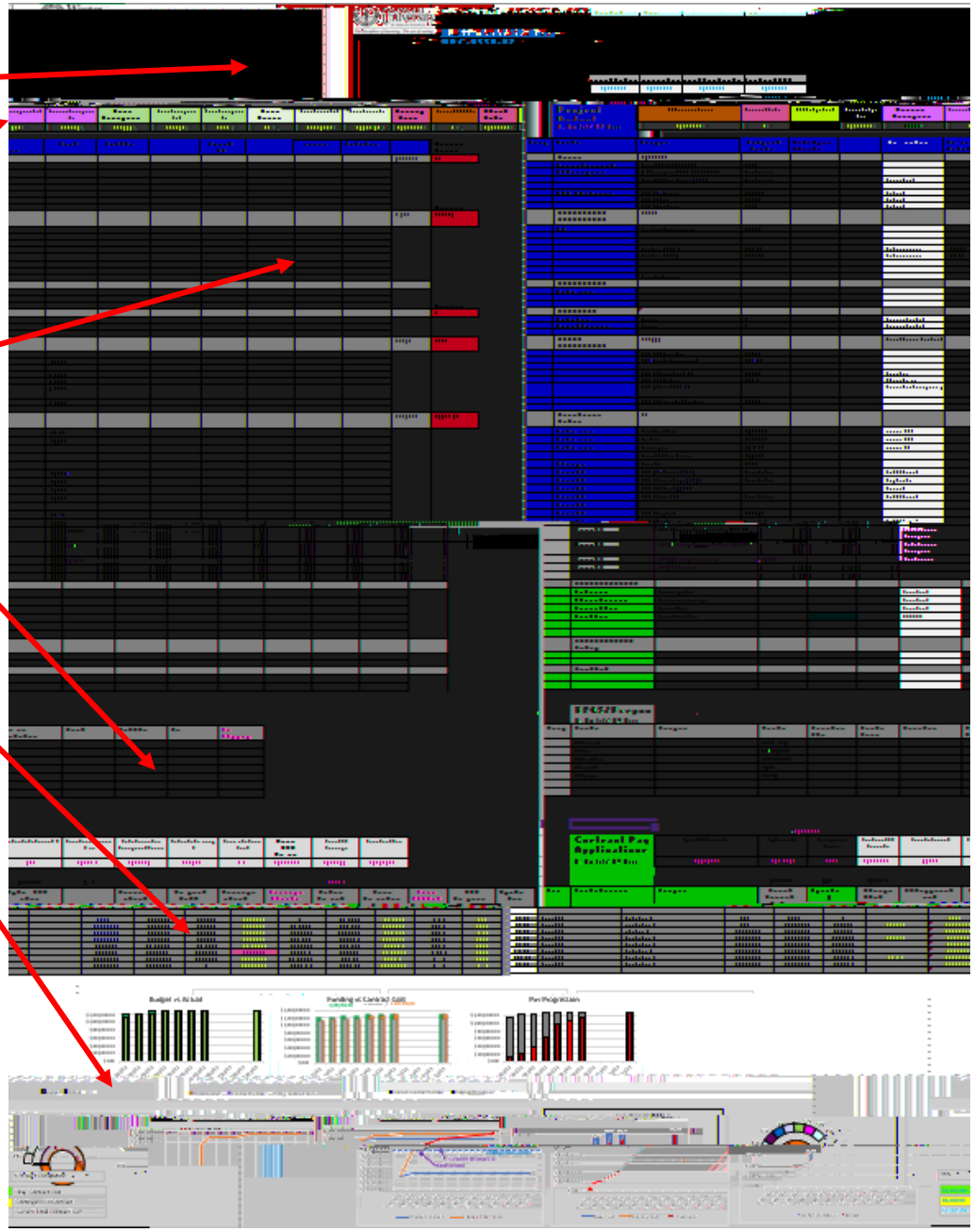
Financials Summary Header

Budget Control & Management

RFP/Proposals/Estimates Log

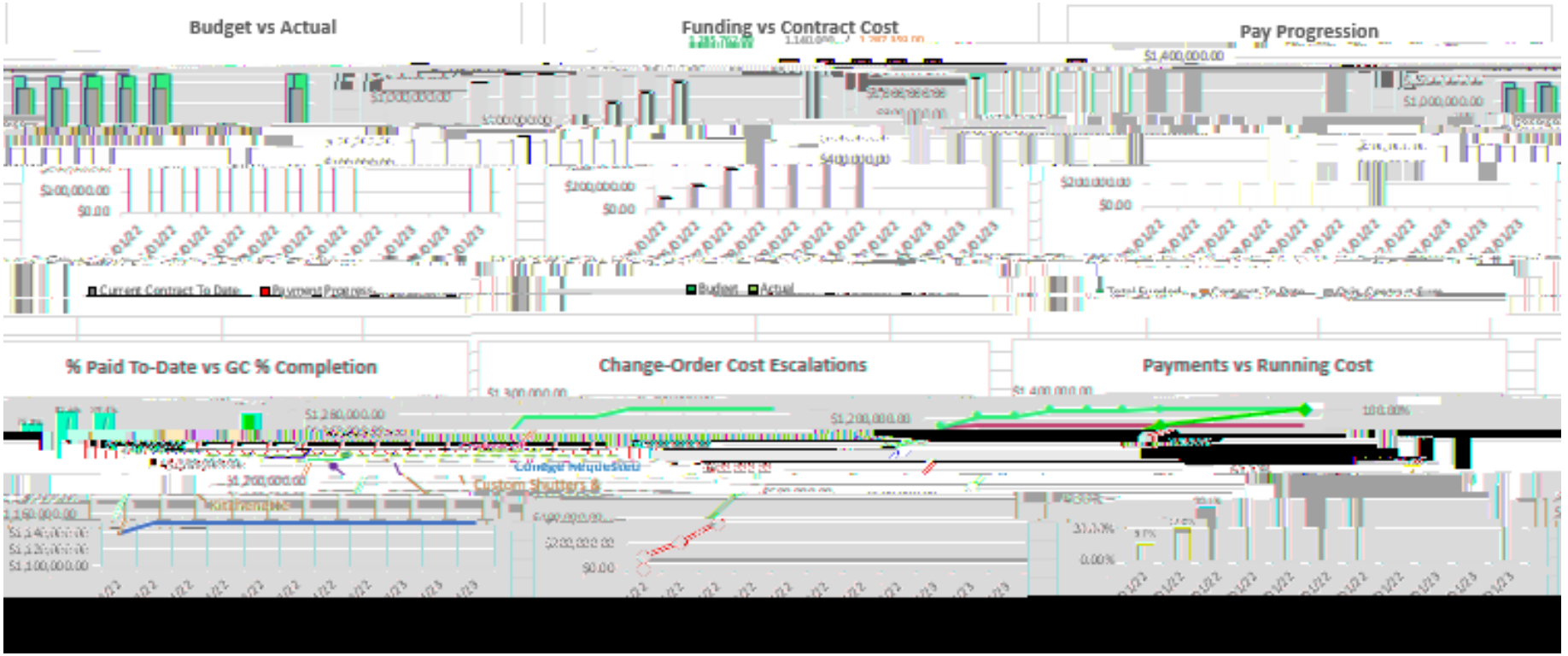
Contract Payouts & Budget Auditing

Chart Tracking of expenditures



Budget Control & Management. WesternU Capital Planning & Construction (WUCPC) has implemented management tools for the various intricacies of a Construction Project, along with its Industry practices and regulatory requirements. Project Financials monitoring is a key element to ensure health of a project and help mitigate cost escalations and cost overruns, while also providing valuable data for more cost-effective future RFP's/Bids.

CAPITAL CONSTRUCTION METRICS MONITORING



Budget vs Actual. Actual project cost tracked against total funded FOAPAL to help maintain excessive cost escalations.

Funding vs Contract Cost. Total FOAPAL funded plotted against changing Contract total and the Original Contract amount.

Pay Progression. Monitors payment progression amount thru to full total contract sum

Change –Order Cost Escalations. Total increase in change orders from original contract amount

Payments vs Running Cost. Measures pay progression rate thru project base cost and running cost.

% Paid to-Date vs GC% Completion. Compares % paid of contract compared to Contractor's percentage work claimed complete.

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