

September 6, 2001

TO: All Pre-Qualified Contractors

RE: Constructability Reviews

The Oregon Partnership for Highway Quality selected constructability reviews as a technique with the potential for significant quality improvement potential. As a result, a committee of representatives from the Oregon Department of Transportation (ODOT), Federal Highway Administration (FHWA) and Associated General Contractors (AGC) developed procedures for constructability reviews, both early in the design stage and at project completion. By utilizing construction personnel with extensive construction experience early in the design stage of ODOT projects, a wide range of benefits are expected. Buildable, cost-effective, biddable and maintainable projects should be ensured by these procedures. Also, a review held when a project is complete should facilitate communication and lead to improved plans and specifications on future projects.

ODOT will implement three types of reviews:

1. **Internal Constructability Reviews** – These will be informal reviews incorporated into all projects. Participation will normally be limited to ODOT personnel with the review being the responsibility of the Project Team. The review will be made when the design is near the 30% stage of completion.
2. **External Constructability Reviews** – Contractor personnel will participate in these reviews. They will be more formal than the internal reviews and will be used only on selected projects, at the discretion of the ODOT Project Team. They also will be made at the 30% stage.

All contractors are invited to participate in the external review program. Contractors can indicate their availability to participate by registering at the AGC website, www.agc-oregon.org/odot/index.shtml. AGC will maintain the list of participating contractors. Both AGC members and non-members are welcomed to participate in the external review program.

When the ODOT Project Team decides that a review is needed for a specific project, the Project Leader will select two contractors from the list of participants. After the two contractors are confirmed and the review scheduled, details regarding the review will be posted on the ODOT Construction Contracts Unit's website, www.odot.state.or.us/techserv/progsrv/contract/CCHome.htm. Any contractor can attend and participate in the review, if they choose to do so. Contractor personnel will not be reimbursed for their services.

ODOT is committed to making the external review program fair to all pre-qualified contractors. After the program is underway for a period of time, it is anticipated that each contractor will be selected and participate at approximately the same level. No contractor will be excluded from participation in either the overall program or project reviews.

3. **Post Construction Project Reviews** – These reviews will be required by ODOT on some projects and be optional on others. The review will consist of a meeting of key ODOT and contractor personnel and will normally be held in conjunction with the final inspection for the project. The main purpose of the post construction review will be to share "lessons learned" on the project.

The first set of external reviews are scheduled to begin in September. Detailed procedures for each of the three types of reviews can be found on the ODOT website.

A handwritten signature in black ink, appearing to be 'Tom'.

Tom Lulay, Executive Deputy Director
Oregon Department of Transportation, Highway Division