

ACEC/ODOT Standing Committee on Project Delivery & Management Systems

Progress Report for November 2006

Design Sub-team

Issue #1 – Constructability Reviews

1. Establish current constructability review practices and evaluate adequacy

Sub-team action – Setting up a meeting with Tracy Harris, the Constructability Review Engineer to learn the current processes.

2. Identify improvements to the constructability review process.

Sub-team action – No action.

3. Provide documentation of preferred practices and an implementation plan.

Sub-team identified two potential types of constructability review and associated issues:

- a. *Internal Reviews – Reviews that are to be done by ODOT Construction Office staff during project development. Sub-committee will not pursue these reviews.*
- b. *External Reviews – ODOT has a formal process for Value Engineering/Constructability Reviews. This is the type of review this subcommittee will address.*

Issue #2 – Inconsistent application of design standards

1. Identify method of defining standards at the beginning of a project.

Sub-committee identified value in a Basis of Design to document various features, characteristics, design standards and other aspects of a project to develop consensus at the outset between ODOT and consulting team. Some of this is covered by the Project Prospectus or other documents. However information is scattered and should be more complete and formally adopted. Sub-committee will identify where and how to document Basis of Design. After the sub-committee meeting Jeff provided examples of documents for sub-committee review.

2. Establish roles and responsibilities for reviewers and establish lines of communication between designers and reviewers.

Sub-committee identified the following potential process enhancements related to design reviews:

- a. *An outline or manual defining when and how Tech center staff is should provide technical review of various disciplines of a project.*
- b. *Review staff should be identified at the beginning of a project, and invited them to the kickoff meeting or a separate meeting between reviewers and consultant team to establish lines of communication.*
- c. *Reviewers should receive a project schedule (developed by consultant) so they can plan reviews in advance.*
- d. *Reviewers should receive the Basis of Design document so they know the standards and assumptions to which the project is being designed.*

Sub-team action – Further develop this concept and discuss with ODOT project delivery management.

Item No. 3 – Identify or clarify when and how exceptions to standards are allowed, and the procedures for receiving approval for the exception.

The sub-team felt design exceptions may be well enough defined in existing manuals and guidance. No action was planned on this item pending further discussion of the problem it is intended to address.