CONSTRUCTION MANAGEMENT

Construction Management is not a new idea. The function of the Construction Manager is to work on behalf of the owner to complete a project within the plans and specifications provided. In the last few years construction practices have changed dramatically. Technology, materials, government bureaucracy, financing, design, and engineering have all advanced. With the complexity of the construction process increasing, owners demand accountability and accurate guidance during the entire planning and construction process.

At Marawood Construction Services, our emphasis on Construction Management has been to provide clients a “team approach” to total project coordination. Our role is not to replace any other profession or craft, but to assist all involved in meeting their goals and to create an environment where all are working together as a team, on behalf of the owner. This team’s goal is to provide a project on time, within budget, and with the greatest value-to-cost ratio. This is where the true worth of a project is realized and provides the owner with a product that not only meets their needs, but is cost effective and that will maintain or increase in value.

Marawood Construction Services offers construction management services that promote frequent and direct owner input. Owner participation is elemental from preliminary design through completed construction and occupancy. Our construction management systems have enabled us to become a leader in the industry in Central Wisconsin.

SCOPE OF SERVICES

The Construction Manager, from the inception of the project, is there to provide a cohesive planning and delivery effort and to act on the owner’s behalf. Our construction management services are divided into two main categories: (1) The Planning, Design, & Pre-Construction Phase; and (2) The Construction & Delivery Phase.
CONSTRUCTION MANAGEMENT SERVICES INCLUDE……

1. Planning, Design, & Pre-Construction Phase

It is during this phase that the scope and budget of the project is defined. At this phase, our Construction Management Team can be used as a sounding board in providing information and analyzing alternatives for both the architect/engineer and owner. It is in working through and under the direction of the architect/engineer during the design and planning stage that maximum value can be added to the project (i.e., space used, energy efficiency, design, mechanical systems, structural integrity, and market value). The assistance provided by our Construction Management Team at this point includes:

- Assist the architect/engineer in defining the owner’s needs and setting the project criteria.
- Providing a value/cost analysis to both the owner and architect/engineer.
- Advising the owner of construction methods, materials, and structural components as the project plan matures.
- Budgeting and cost estimating.
- Bid packaging and coordination with the architect/engineer.
- Establishment of operational procedures.
- Identification of long lead time material items.
- Organization of responsibilities and work flow projections.
- Research of the labor market.
- Bid assessment and qualifying.
- Awarding of contracts.
- Contract review and execution.
2. Construction & Delivery Phase

It is during this phase that the Construction Manager assumes the leadership role on the project team in delivering the building within the agreed upon plans, specifications, and budgets. The Construction Manager, acting as an agent for the owner and the architect/engineer, is the liaison and coordinator for all activity involving the construction of the project. Services provided by the Construction Manager during the Construction Phase include:

- Providing on-site construction administration, supervision, and coordination.
- Scheduling and conducting all job site and construction meetings.
- Developing and maintaining construction schedules.
- Maintaining cost accounting and cost control records.
- Reviewing with the owner and architect/engineer the monthly status reports, including these areas:
  a) Cost vs. Budget.
  b) Construction progress vs. schedule.
  c) Change order summary.
  d) Quality of workmanship review.
- Processing change orders initiated by the owner.
- Preparing punch lists in advance of completion and establishing management systems for correction of any deficient work by the appropriate contractor.
- Arranging for inspections by the appropriate governing authorities.
- Monitoring adherence to safety programs & coordinating all safety requirements.
- Coordinating all general condition items including temporary facilities.
- Accepting delivery and arranging storage, protection, and security for all owner purchased materials, systems, and equipment.
- Assisting the owner/architect/engineer with selection of the surveyor and testing labs.
• Obtaining for the owner all building equipment, operating manuals and warranty information, and coordinating startup of the building systems with operational personnel.
• Obtaining for the owner As-built drawings for the architect/engineer and contractors.
• Finalizing accounting on construction contracts, recommending retainage release, and obtaining final lien waivers.
• Coordinating contractor warranty work as required during the warranty period.
• Assisting the owner in occupancy, equipment startup, and systems operations through the appropriate suppliers and trades.

How Does it Work?
By selecting Marawood Construction Services (MCS) early in the design process, owners gain invaluable construction experience that becomes evident throughout both the pre-construction and construction phases. During the pre-construction phase, MCS listens closely to the owners needs and works to ensure that construction documents fully reflect those requirements. The preconstruction phase is the key to project success. This is where MCS expertise combines with clear communication from the owner and design team to establish an effective plan that lays the ground work for success. This allows the entire project team to achieve optimum value for each construction dollar while creating a facility that fully meets its purpose. To ensure that the project stays within budget, MCS performs estimates at the schematic design, design development, and construction drawing stages of the project development. In addition to providing estimates, MCS will perform Design & Constructability Reviews (DCRs) or Value Engineering throughout the entire design process. Each DCR item will be logged and discussed at each project meeting to evaluate its merit and fit within the established program requirements.
Once the owner approves the construction documents, MCS begins the bid solicitation process and if necessary, advertises the project in the appropriate trade journals. MCS will run a true “bid day” process. We will bid all portions of self performed work 24 hrs prior to the bid time. We will also accept and open sealed subcontractor bids at a prescribed time and location. Marawood Construction then compiles all bids and presents the construction price to the owner in an open book format. Once the owner accepts the project, MCS will notify the selected contractors, issue contracts and begin the construction process, well prepared for success.

**CM-at-Risk: Benefit Summary**

- Reduces owner’s soft costs (architectural and engineering fees, studies, surveys, etc…).
- Eliminates owner’s exposure to change orders.
- Single point, total project management provides a centralized, seamless control from start to finish.
- Significantly reduces the owner’s risk and exposure.
- The CM can assist in Architect and Engineer selection.
- Provides one contact for both management and construction.
- Provides assurance that the owner will receive a project that is both on time and on budget.
- Identifies “up front” fees and general conditions costs.
- Minimizes surprises; Lets participants work with known quantities.
- Unites project team; unifies participants toward common goals and success for all.
- Provide maximum value for each project dollar.

**Pre-Construction Phase:**

- Assist Architect or Engineer in refinement of construction documents to provide higher accuracy in bid package estimates.
- CM provides ongoing systems analysis to ensure continuing optimum value.
• CM assists architect/engineer project programming and scope development to ensure that owner’s needs and requirements are being met.
• CM assists architect/engineer in attaining code officials review and approval.
• CM manages schematic design, design development, and construction document phases.
• CM performs “Value Added” analysis throughout the project development.
• CM meets with code officials prior to the start of construction to ensure that all requirements will be met.

**Construction Phase:**
The Construction Manager (CM) will……
• manage the day to day logistics and problem solving that a project under construction can bring.
• coordinate bid packages through weekly meetings.
• provide on site staffing throughout the closeout period.
• provide a zero punch list project.
• manage and distribute all necessary documents to the owner in lieu of all project participants doing so.
• ensure code officials requirements are met.
• evaluate and compile monthly billings from subcontractors for distribution to the owner.
• constantly monitor site safety as is relates to the general public, working staff, and construction staff.
• enforce site cleanliness throughout construction.
• coordinate special testing and inspections for items such as concrete, asbestos, wall strength, etc…
• coordinate submittal distribution and review.