

SECTION 00 2413

REQUESTED SCOPE OF SERVICES PRE-CONSTRUCTION

PART 1 GENERAL

1.01 SCHEDULE OF PRE-CONSTRUCTION SERVICES REQUIRED

- A. Participate and lead the project team in ongoing value-engineering and constructability reviews, to ensure smooth organization of the project and optimum efficiency. Identify major design elements and advise on options for their potential constructability, budget, and scheduling impact. Present and maintain for review, a method of determining and documenting actual cost savings as a result of value engineering.
- B. Maintaining the project on the originally established budgets is of paramount concern to Spectrum Health. Regularly review the construction documents as they are developed by the Design Team and provide a Schematic Design, Design Development and detailed estimate of the project cost at 90% Construction Document level. Provide recommendations for value engineering, potential bid alternates and/or other revisions as required to keep the project on budget at estimate level and at final bids if required.
- C. Assist Spectrum Health and Design Team in presentations of the proposed design and related costs as needed.
- D. Develop and present phasing plans and schedules (i.e. shift work, weekends, holiday periods, etc.).
- E. Provide a detailed construction schedule including milestones and critical path method management for Spectrum Health review. Update the schedule at least bi-weekly and track progress of any Pre-Construction period. Identify any Long Lead items. Include planning for anticipated phasing and any use of shift work.
- F. Attend all meetings of the Architect and Owner's team and confer with all AHJ involved in or connected with the project.
- G. Make recommendations concerning construction feasibility, availability of labor and materials, and the time required for installations and construction of the project.
- H. Develop a Site and Mobilization Logistics plan.
- I. Establish site utilization, site security, and safety plans.
- J. Attend and provide minutes of scheduled progress meetings with the Design and Spectrum Health project Team to ensure the project is progressing smoothly and according to the established plan. Advise the Hospital as to any possible delays and cost variance.
- K. Maintain and manage a detailed work plan identifying project tasks, responsible party, and required due date, holding parties accountable to accomplish assigned tasks.
- L. Provide bi-weekly forecasts to determine if any critical item will cause a problem to the extent that the project will experience a delay or significant cost impact.
- M. Implement a process that ensures quality and cost control for construction documents and on-site construction, defines roles and responsibilities, suggests methods for preventing and resolving disputes and delays, efficiently processes change orders, and ensures that all personnel perform in accordance with all OSHA/MIOSHA and Section 01 3523 Owner's Safety Requirements.

PART 2 PRODUCTS -NOT USED-

PART 3 EXECUTION -NOT USED-

END OF SECTION 00 2413

