

PUBLIC BUILDINGS: CM FORUM

HOSTED BY:

THOMAS FOLEY, PE, CCM
Deputy Commissioner

JANUARY 21, 2020

PB WELCOME & INTRODUCTION

WE ARE PUBLIC BUILDINGS

450 executive, managerial, professional and administrative staff responsible for the design and construction of over **490** active projects for **28** sponsor agencies with portfolios valued at over **\$15 billion dollars**.

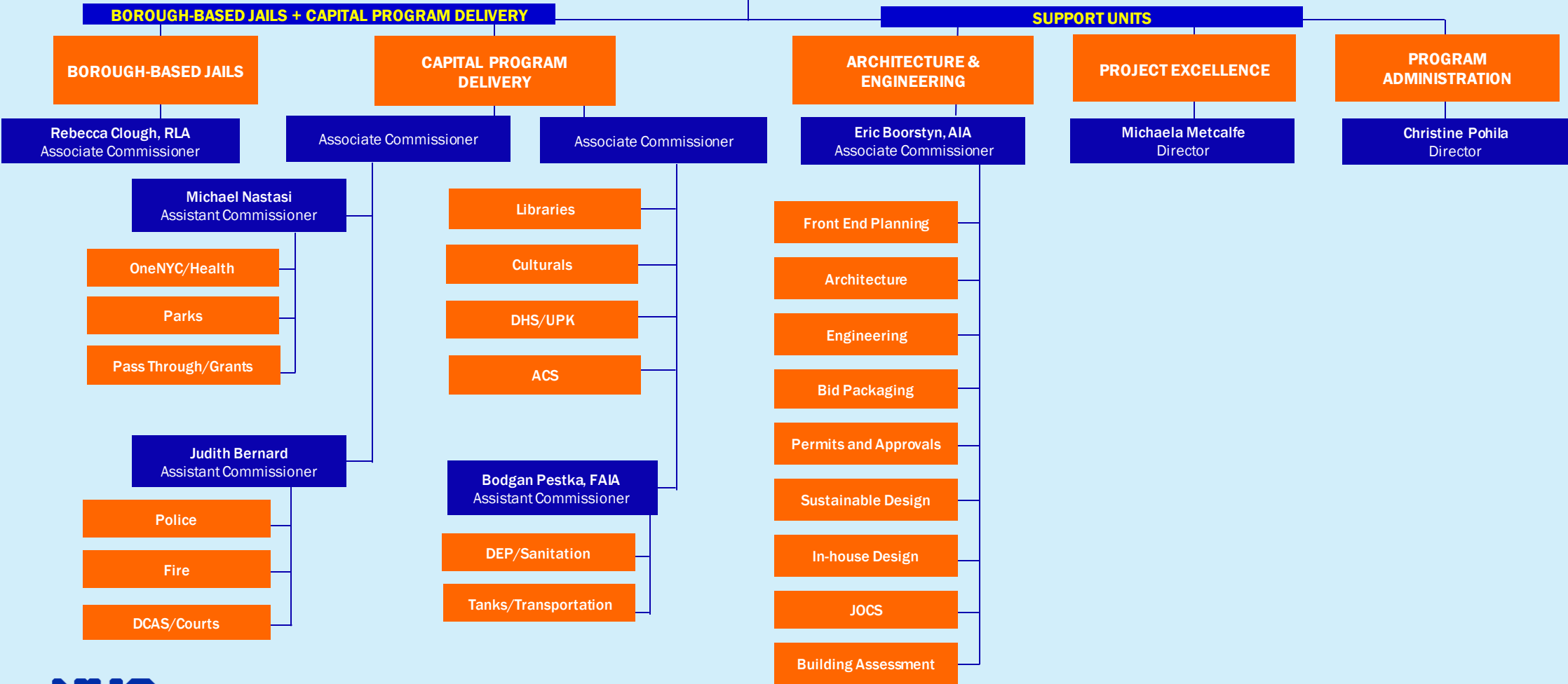


PUBLIC BUILDINGS DIVISION

Thomas Foley, P.E., CCM
Deputy Commissioner

Todd Morrison
Division Contract Administrator

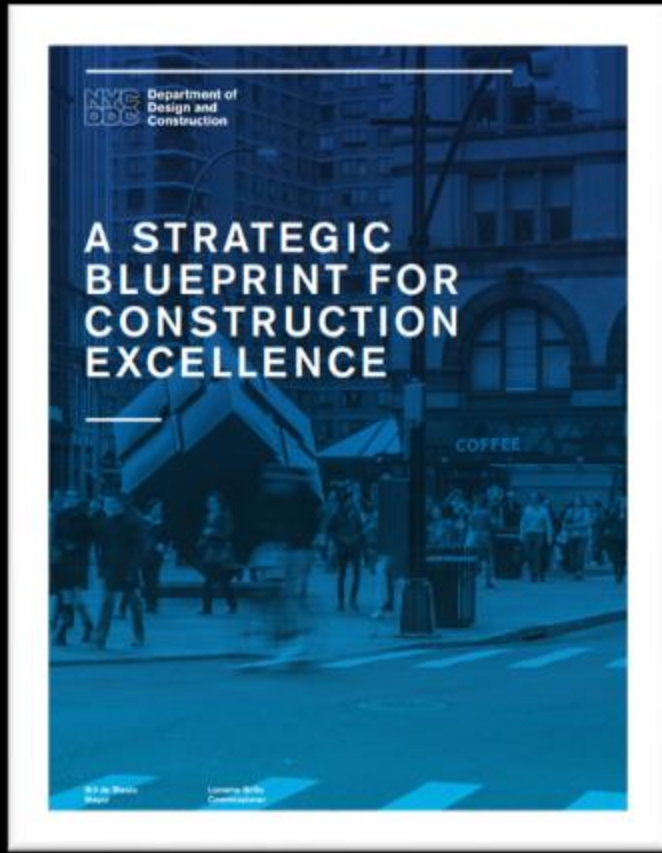
Janice McDonald
Division Administrative Officer



AGENDA:

1. DDC Strategic Plan
2. PB Overview & Process Improvements
3. CM Expectations
4. Upcoming Opportunities with DDC
5. Break-Out Sessions
 - CM Contract Terms, North Atrium
 - Scheduling & Cost Estimating, Conf Rm 401

DDC'S STRATEGIC PLAN



Released Jan 2019

- Improving the Pipeline
- Managing Projects more effectively
- Getting more from our Contractors & Consultants
- Modernizing Internal Systems & Technology



Gifsforum.com

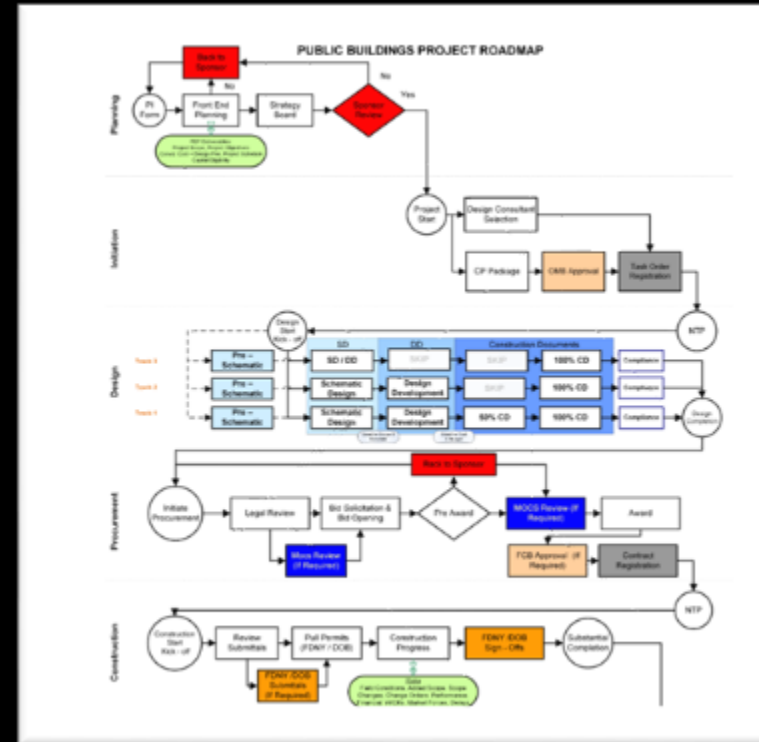
PB IMPROVEMENT INITIATIVES

✓ Planning & Initiation

✓ Design

★ Construction

- Close-Out



PB Roadmap

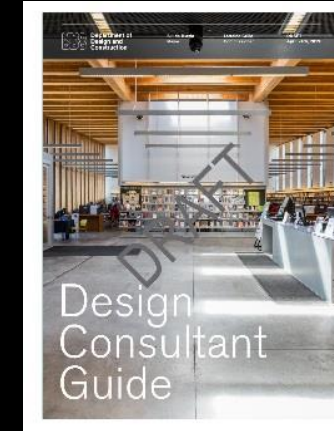
IMPLEMENTING CHANGE:



Policies & SOPs



Job-Aids, Templates, Checklists



Standards & Guidelines

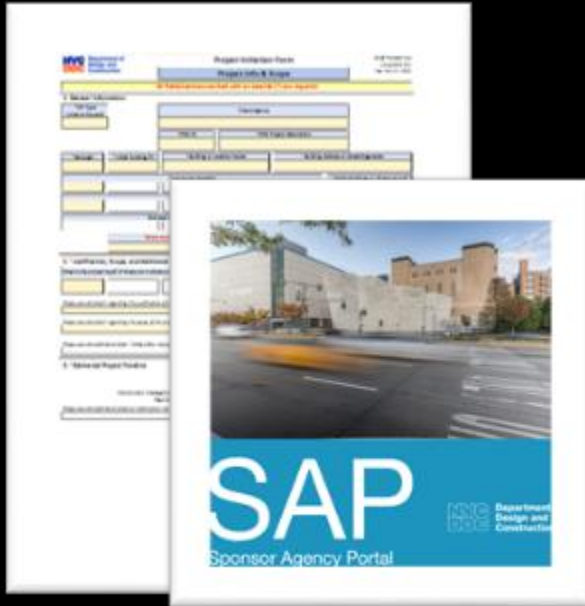


Contracts

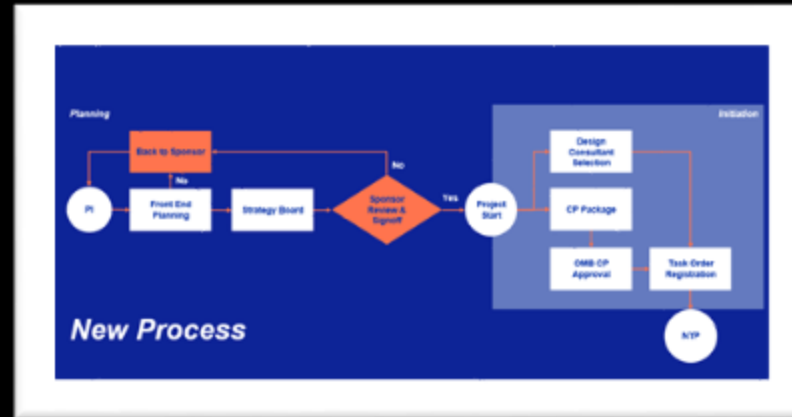


Performance Evaluations

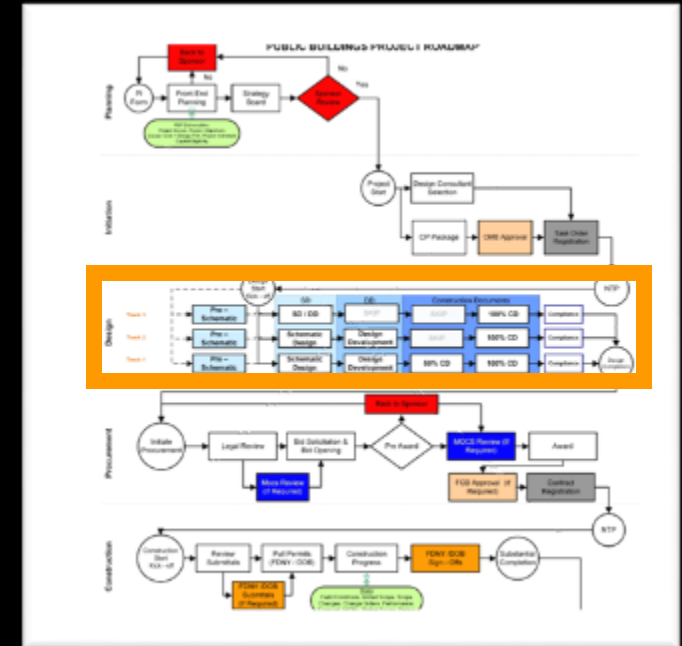
IMPROVING PLANNING, INITIATION & DESIGN:



Standardizing Intake of Projects



Streamline FEP & CP Processes



Design

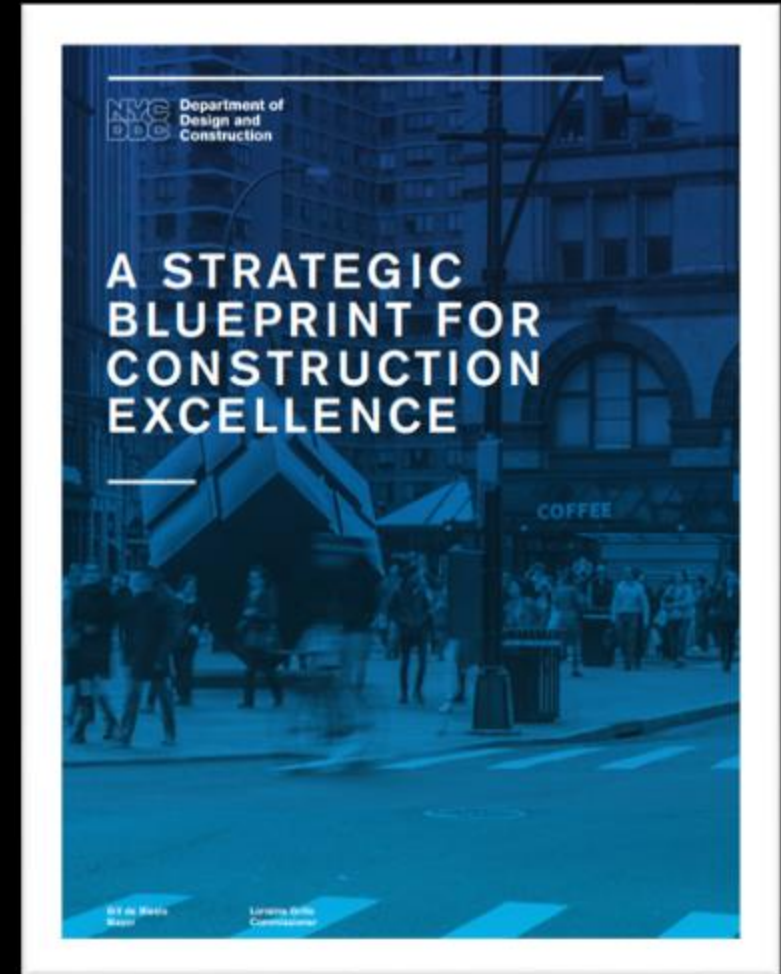
PB DESIGN PHASE IMPROVEMENTS:



- Sponsor Agencies
- External Constraints
- Design Consultants
- PB Internal Improvement
- CMs

SPONSOR AGENCIES

- DDC's Strategic Blueprint
- Limit Sponsor Added Scope
- Design Standards for Sponsors
- Advanced Capital Planning Unit



PB DESIGN PHASE IMPROVEMENTS:

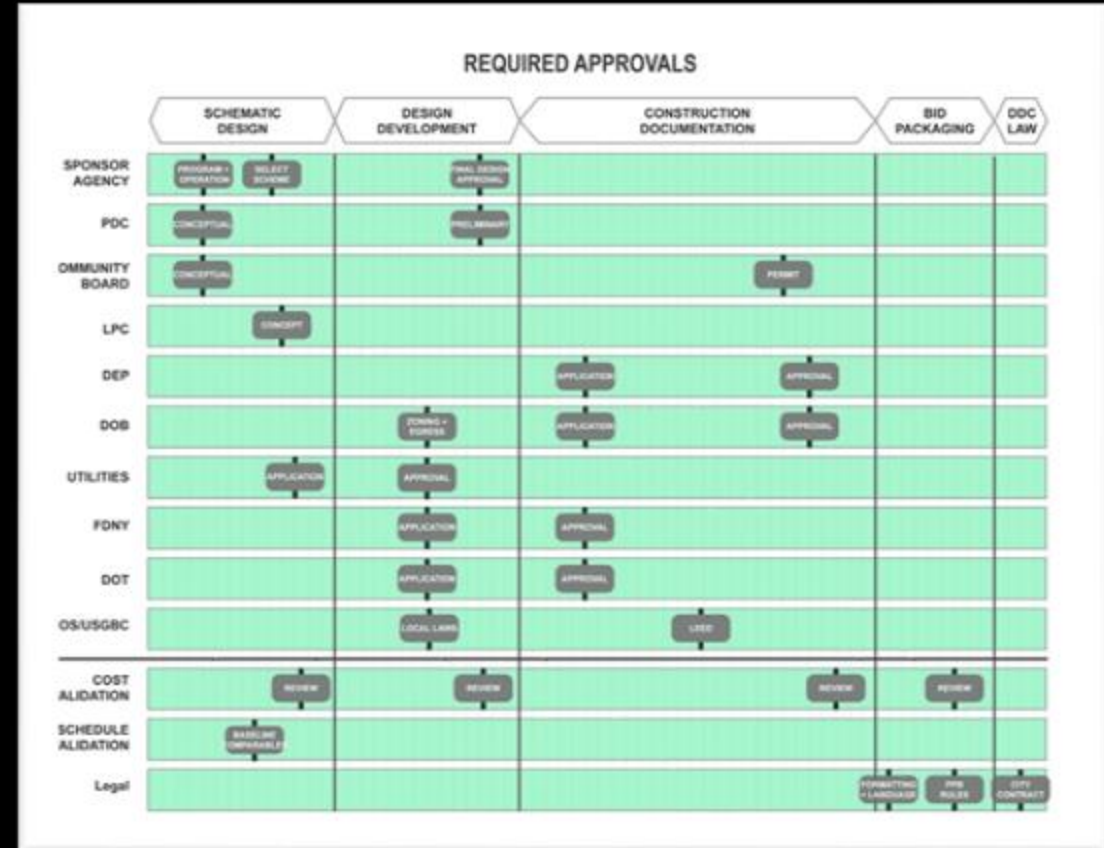


- Sponsor Agencies
- External Constraints
- Design Consultants
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IMPROVE OUTSIDE AGENCY COORDINATION

Regulatory Approvals

- DOB Advocate
- FDNY Liaison
- Utility Coordination
- Point of Contact Agency Database



FUNDING CONSTRAINTS

- Streamline CP Process
- Standard CP Templates
- OMB Workshops on Capital Eligibility
- Partnership & Coordination with OMB



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DESIGN INDUSTRY OUTREACH

June 2019

Listening session at AIANY Center for Architecture

July 2019

Conducted Industry Survey

October 2019

DDC Open House

November 2019

Industry Outreach with AIANY



HOLDING DESIGNERS ACCOUNTABLE

- Designers will be held to design schedules
- Performance Evaluations as a basis for:
 - Corrective Measures
 - Termination
 - Skipping rotation



PB DESIGN PHASE IMPROVEMENTS:



- Sponsor Agencies
- External Constraints
- Design Consultants
- PB Internal Improvement
- CMs

DESIGN DURATIONS

- Design Target Durations
- Schedule Templates
- Durations in Design Contracts

The collage consists of three overlapping documents:

- Summary Table:** A table with columns: Type No., Project Type, Tracks, Estimated, and Target Duration. It lists seven project types with their respective track counts.
- Detailed Schedule Table:** A table with columns: Activity, Duration, Start, and Finish. It lists various construction activities with their durations and scheduled dates.
- Gantt Chart:** A horizontal bar chart showing the duration of various activities over time, with bars colored in green and red.

Overlaid on the right side of the collage is a white box with an orange background and a white border. Inside the box, the text "Request for Proposal" is written in white, bold, sans-serif font.

IMPROVING COST ESTIMATES

- 3rd Party Estimators
- Standard Cost Estimates & Format
- Collaboration with Project Controls
- Cost Estimating Guide



PB DESIGN PHASE IMPROVEMENTS:



- Sponsor Agencies
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EXPAND CM SERVICES

- Design Reviews
- Constructability Review
- Cost Estimating Services
- Scheduling Services
- Bidding Process



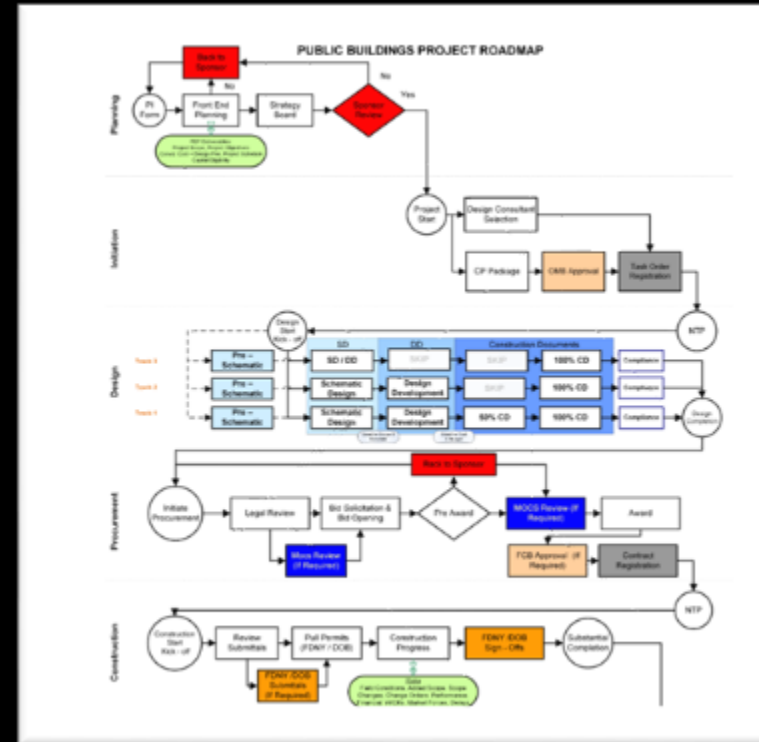
PB IMPROVEMENT INITIATIVES

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✓ Design

★ Construction

- Close-Out



PB Roadmap

IMPROVING CONSTRUCTION:



PB Construction Process Improvement Launch - January 2020



Standardization of CM Forms



PB Construction Manual



SOP Development



CM Consultant Guide

CONSTRUCTION MANAGEMENT TOOL:



Transparent Cloud Based System

- Document Management
- RFIs & Submittals
- Specifications & Drawings
- Schedule & Delays
- Photos
- Punchlist
- Meeting Minutes
- Ball in court tracking
- Daily Logs

CONSTRUCTION DURATIONS

- Construction Target Durations
- Schedule Templates
- Durations in CM Contracts

The collage features three main elements:

- Table of Project Types:** A table with columns for Type No., Project Type, Tracks, Estimated, and Target Duration. It lists seven project categories with their respective track counts.
- Schedule Gantt Chart:** A detailed project schedule showing task durations and dependencies across a timeline.
- Request for Proposal Sign:** A white sign with an orange border and the text "Request for Proposal" in white on an orange background.

Type No.	Project Type	Tracks	Estimated	Target Duration
1	Interior Renovation	1		
		2		
2	Exterior Renovation	1		
		2		
3	New Construction	1		
4	Major Rehabilitation/ Renovation	1		
5	Fire Alarm Upgrade and/or Replacement	5		
6	Electrical Upgrade and/or Replacement	2		
		3		
7	HVAC Upgrade and/or Replacement	2	<\$5M	289
		3	>\$500K	268
			<\$500K	312

CM PERFORMANCE EVALUATIONS:

As a basis for:

- Corrective Measures
- Termination
- Skipping rotation

NYC
DDC
Department of
Design and
Construction

DOC CM Evaluation Form

Project Name:
PM ID:
Date:
Project Location:
PM Name:
CM Name:

23-01-00000000-0000-0000-0000-000000000000 1.0.0 4.0.000 Additional Comments

Criteria	Rating	Comments
1. Project Management		
1.1 Did the CM meet contract schedule obligations, including and exceeding the schedule of values?		
1.2 Did the CM meet contract schedule obligations, including and exceeding the schedule of values?		
1.3 Did the CM meet contract schedule obligations, including and exceeding the schedule of values?		
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1.9 Did the CM meet contract schedule obligations, including and exceeding the schedule of values?		
1.10 Did the CM meet contract schedule obligations, including and exceeding the schedule of values?		

Additional Comments:



DDC'S EXPECTATIONS FOR CMS:



- Deliver projects on-time and within budget
- Deliver according to DDC standards
- Serve as DDC's representative
- Community Outreach
- Make recommendations to DDC

EXPANSION OF CM SERVICES IN DESIGN:

- Design Reviews
- Constructability Review
- Cost Estimating Services
- Scheduling Services
- Specifications and Bid Packaging

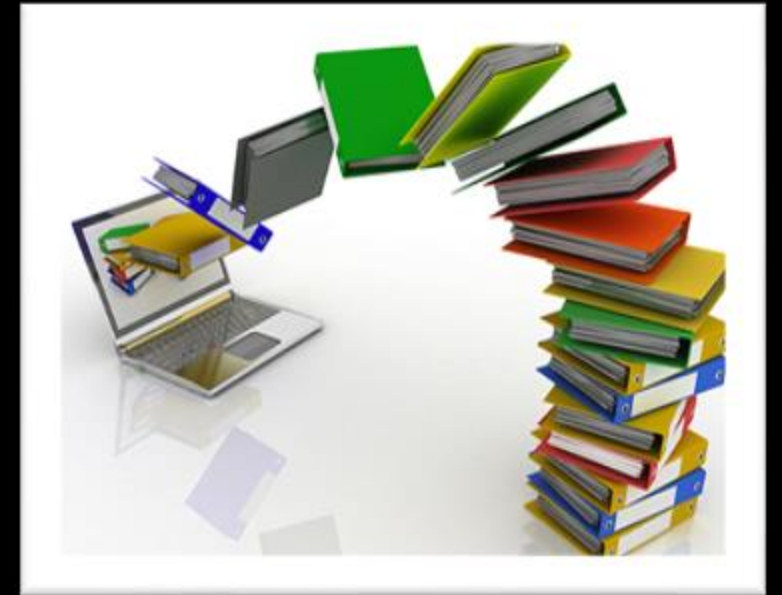
SAFETY:

- Safety First
- Contractor Access Portal (CAP)
- Site Safety Plan Review
- DDC Safety Requirements
- Monitor Compliance



PROJECT RECORD KEEPING:

- Keep records of Project during all stages
- Maintain a daily job diary or log book
- Maintain accurate, orderly and detailed files
- Maintain cost accounting records
- CMs will be required to provide a Close Out Plan
- To be implemented at the start of the project



CONTRACTOR PAYMENTS:

- Progress and final payment applications
- Cost estimating for change orders
- Contract conflicts
- Projected unit prices, if required
- Certified payrolls, sign in sheets etc.
- Time and material records



CHANGE ORDERS:

- Document, evaluate cost & schedule impact
- Prepare an independent cost estimate for the change order
- Prepare and maintain a change order log
- Lessons Learned



PROGRESS SCHEDULE:

- Review and coordinate proposed Progress Schedule
- Two week look-ahead schedule on a bi-weekly basis
- Notify DDC of any anticipated delays
- Support DDC in delay analysis
- DDC owns *the float*



PROJECT REPORTS:

- Progress Schedule
- Change Order Tracking
- Shop Drawing Log Schedule
- Fabrication & Delivery Schedule
- Risk Analysis
- Risk Assessment Register Log
- Budget for the Project
- Compliance with MWBE requirements
- Progress photographs
- Commissioning progress & deficiency
- Monitor requirements of regulatory approval & sign-off



REPORT LOGS:

- Technical inspections, supervision and coordination of work
- Supervise performance of all inspections, quality control tests etc.
- Insure conformance with material specifications
- Take action to prevent unapproved installation of work



APPROVED WORK:

- Obtain/verify that construction contractors have obtained all necessary permits, certificates, licenses or approvals required for performance of work
- Assure no work proceeds in the absence of necessary permits, certifications, licenses or approvals

AS-BUILT DRAWINGS:

- Work with the contractor to maintain accurate sets of as-built drawings and specifications
- Accept Contractor certified drawings “as-built” by performing a review for accuracy and completeness
- Consistently update and keep marked up set of field drawings during construction
- CM’s field set of drawings will be turned over to the Sponsor at the close of the project

DISPUTE/DELAY CLAIMS:

- Track potential disputes and actual claims as soon as they arise
- Assess their cost and time impact
- Review possible mitigation
- Perform cost-benefit analyses as appropriate
- Propose solutions
- Provide information in a timely manner



COMPLETION, ACCEPTANCE & CLOSE OUT :

A detailed plan and schedule for:

- Substantial and Final Completion
- Acceptance
- Closeout of the construction contract



CONTRACT CLOSEOUT:



DESIGN BUILD:

- DDC granted Design-Build authority
- Public Buildings Open House – Spring 2020
- Owners Representative Service for Public Buildings



CONTRACT OPPORTUNITIES:

Standard Requirements

3 Years On Call

Stand-Alone

Project Specific

M/WBE Micro Purchase

Project Specific

Design/Build

Project Specific

CM STANDARD REQUIREMENTS CONTRACT:

Round 1	2007	8 firms all projects			
Round 2	2011	5 firms all projects			
Round 3	2016	10 micro firms consulting services	10 small firms \$0 – 5 million	3 medium firms \$5 – 30 million	3 large firms + \$30 million

Round 4

COMING SOON in Summer 2020!

UPCOMING OPPORTUNITIES:

- NYPD Property Clerk Storage/Operations Facility
- NYPD Crime Lab
- Parks Cromwell Recreation Center
- Parks Coney Island Beach Operations Headquarters

UPCOMING OPPORTUNITIES:

- FDNY Fort Totten Infrastructure Improvement
- NYCHA Van Dyke Houses Boxing Gym
- DOT Harper Street Administration Building
- ACS Expansion at Horizon

BREAK-OUT SESSIONS:

CM Contract Terms:

North Atrium (15min from now)

Led by: DDC Legal

Scheduling & Cost Estimating:

Conf. Room 401 (15min from now)

Led by: Project Controls