

## **Ongoing Dialog and Working Sessions with Designer**

The Constructability function personnel begin work on a project immediately following the issuance of the Charter. The Charter includes a problem statement and authorizes the project to move forward.

Designers perform their own Quality Control based on the Project Quality Management Plan. Designers will certify that their work is compliant to NJDOT standards documented in the Design Submission Procedure and criteria defined by the project's Scope of Work.

The Constructability function personnel work with the Designer and participate in ongoing working sessions. Decisions made between the Designer and the Constructability function personnel will be documented using the Interactive Communication Procedure. This procedure outlines the types of discussions that should take place from the beginning of the project through Final Design. It is organized in three separate phases:

- Concept Development
- Preliminary Engineering
- Final Design

### ***Concept Development***

The types of Constructability discussions and working session topics that take place during Concept Development should address the items and issues listed below:

- Receive the Purpose and Need Statement from Division of Project Management Project Manager.
- Review Purpose and Need Statement for clarity and completeness.
- Contact Project Manager if Statement is not clear or if it does not fully address what needs to be done.
- Attend Core Group of Subject Matter Experts (SME) as requested by Project Manager or its Design Consultant.
- Research ongoing or future projects in the project's area that may affect the work or schedule of this project.
- Review minutes of any meetings sent by the Designer; provide feedback, if warranted.
- Prepare for Initial Site visit, if appropriate, or check local maps/New Jersey Roadways site for less complex projects.
- If contacted by the Designer or other units, determine if it would be advantageous to visit the site with them to obtain multiple points of view.

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- Bring and use the Constructability Guidelines to the site visits. The Guidelines raise Constructability issues and concerns that should be considered in the following categories:
  - Site Visits
  - Right of Way
  - Earthwork and Grading
  - Pavements and Base Courses
  - Pipelines and Drainage
  - Drainage-Water Runoff/Soil Erosion/Sediment Control
  - Structures, Traffic Control Plans
  - Electrical
  - Utility Issues
  - Incidentals

Use the Guidelines list appropriate for the project. Unusual site conditions should be noted during the visit.

- Identify errors and omissions in previous information that may be discovered as a result of the visit.
- Provide initial constructability suggestions and comments, including if there is a possibility for utility work in advance of the project.
- Meet with Core Group, if requested, during Concept Development and provide constructability feedback. Help ensure that alternatives being analyzed are constructible.
- If requested, help select the Preliminary Preferred Alternative (PPA) with the Designer and the Core Group. Ensure that this PPA is the best fit for the project.
- Participate in the development of and review the PE Scope Statement containing the PPA. Verify that it answers the Problem Statement.

### ***Preliminary Engineering***

The types of Constructability discussions and working session topics that take place during Preliminary Engineering should address the items and issues listed below:

- Conduct a site visit, if not done during Concept Development, or if a significant change in scope or a significant time lapse has occurred.
- Bring Constructability Guidelines on the site visit, along with any available preliminary plans. The Guidelines cover Right of Way, Earthwork and Grading, Pavements and Base Courses, Pipelines and Drainage, Drainage-Water Runoff/Soil Erosion/Sediment Control, Structures, Traffic Control Plans, Electrical, Utility Issues, and Incidentals.

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- Check for unusual site conditions
- If information is available, verify the construction staging selected best fits the project and the site.
- At the Project Manager or Designer's request, discuss or meet with them and the SMEs to provide feedback on constructability issues. Constructability function personnel may contact other SMEs to compare notes about their findings from their site visits.
- Perform ongoing constructability reviews during working sessions and provide comments to the Designer and the Project Manager.
- Review the Updated Preliminary Detour and Construction Staging Plans
- Assist the Project Manager and Designer in resolving all comments and issues related to constructability before Final Design.

### ***Final Design***

The types of Constructability discussions and working session topics that take place during Final Design should address the items and issues listed below:

- As requested by the Project Manager or Designer, provide constructability review comments for all types of projects during Final Design with the contract documents (including the cost estimate) they provide. It is important on all projects to work with the Designer when the staging plans and construction schedule are at midpoint of final development to ensure constructability.
- A review can be requested by any unit. If agreed to by the Program and Project Managers, perform a Constructability Review of a project during Final Design. Pay special attention to items not previously covered in depth, such as structures, construction details, traffic control, detour or staging details, utility work, non-standard items and schedules, as well as the available work windows with the railroads.
- Forward Constructability Review comments to the Project Manager and Designer.
- Attend meetings as necessary to help Designer resolve final constructability comments.

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