Project Delivery Directive

Number:	PD-05
References:	PDPM Chapter 8
Effective Date:	02/26/10
Supersedes:	*Bob Buckley memo dated May 20, 1998, "Constructability Reviews"*
Review by:	02/26/13

To: *District/Regional Directors*

TITLE: Constructability Reviews

DIRECTIVE

This directive supersedes the "Constructability Reviews" memorandum by Bob Buckley dated May 20, 1998.

Constructability Reviews are an integral part of project delivery and are performed on all major projects on the State Highway System that exceed the Minor A limit as defined by the California Transportation Commission. The number of Constructability Reviews is based on the project's complexity.

Because Construction is the ultimate customer of the design product, the Deputy District Director or Region Division Chief of Construction (or delegate) is required to concur that the responses to comments generated by the Constructability Reviews are adequate. The Constructability Review will not be considered complete without this concurrence from Construction.

BACKGROUND

The May 20, 1998 Constructability Review memo required Constructability Reviews be performed on all major projects except on those 100 percent locally funded. A study completed in 2008 evaluated the effectiveness of the Constructability Review policy to identify best practices to reduce preventable contract change orders (CCO), CCO costs and CCO time delays. The primary finding of the study was that the quality of the Constructability Reviews is the critical factor in reducing preventable CCOs, not necessarily the number of Constructability Reviews performed for a project.

The new policy requires projects on the State Highway system that are implemented by others to also abide by this policy.

These new policy requirements are to improve project quality and overall constructability by reducing contract change orders and delay claims. The Constructability Reviews should also improve the communication

between construction and design staffs during project development, assure that field reviews occur, and minimize plan changes at the final design stages.

Details of the formal Constructability Review process are outlined in the Project Development Procedures Manual, Chapter 8, Section 6:

http://dot.ca.gov/hq/oppd/pdpm/chap_pdf/chapt08.pdf

DEFINITION

Constructability Reviews are completed to fulfill California Public Contract Code Section 10120. This code requires the Department to ensure that project plans, specifications, and estimate are full, complete, and accurate such that a competent builder can carry them out.

RESPONSIBILITIES

District/Regional Directors:

- Establish District/Region procedures to implement the Constructability Review process.
- Ensure that Constructability Reviews are resourced to efficiently carry out related activities.
- Approve exceptions to this Project Delivery Directive.

Chief, Divisions of Construction, Engineering Services, Environmental Analysis, Project Management, and Right of Way and Land Surveys:

- Ensure the consistent and effective application of standards and quality management activities for the timely delivery of quality projects.
- Monitor program change requests, contract change orders, and claims to provide statewide improvements to standards and quality management activities.

Chief, Division of Design:

- Provide essential procedures to ensure compliance with this directive.
- Ensure the consistent and effective application of standards and quality management activities for the timely delivery of quality projects.
- Monitor program change requests, contract change orders, and claims to provide statewide improvements to standards and quality management activities.

Deputy District Directors/Region Division Chiefs

- Prioritize workload and commitments to ensure successful and efficient application of Constructability Reviews.
- Ensure staff fully participates in Constructability Reviews.
- Communicate and facilitate information sharing with their District Director, Project Managers, Functional Managers, and Task managers for continuous improvement based on systemic program change requests, construction changes, claims, or issues.

Deputy District Director/Region Division Chief, Design

- Provide leadership and establish priorities to ensure Constructability Review requirements are met throughout the project delivery cycle.

Deputy District Director/Region Division Chief, Construction

- Provide leadership and establish priorities to ensure Constructability Review requirements are met throughout the project delivery cycle.
- Concur with the response to comments generated by the Constructability Reviews to complete this process.

Project Delivery Functional Managers

- Provide employees with the appropriate tools, resources, and time to participate in Constructability Reviews.
- Provide personnel experienced in policies, standards, and law to participate in Constructability Reviews.
- Ensure project compliance with policies, procedures, and standards.

Project Managers

- Manage Constructability Reviews to ensure they are properly planned, resourced, and completed.

Project Engineers and Task Managers

- Resolve issues and incorporate comments from the Constructability Review.
- Respond to the Constructability Review comments.
- Obtain concurrence of the response to comments from the Construction Division.

- Document that the Constructability Review policy has been met as part of the PS&E package submitted to DES-OE.

Resident Engineers

- Schedule, distribute information, address comments, and finalize the Construction Close Out Constructability Review meeting.

Oversight Engineers

- Ensure that the Constructability Review policy has been met for locally implemented projects prior to requesting issuance of the encroachment permit.

MALCOLM DOUGHERTY
Interim Chief Engineer
Interim Deputy Director, Project Delivery

2/26/10
Date Signed