



Work Type Definition: Construction Management

I. Description

Facility Services has identified construction management as a work type to encompass construction management services provided for Hennepin County facility projects through firms that are not licensed to provide architectural or engineering services.

II. Description of services to be provided by consultant

Typical project deliverables may include the following:

- Assist in developing the nature, scope, and objectives of the proposed projects
- Cost estimating
- Establish project schedules including coordination of work
- Assist the architect, contractors, and county staff in evaluating the costs of the designs, material options, and schedule considering the various time and budget constraints of the County
- Review the various documents related to projects, making suggestions as to how the documents relate to the County's objectives (i.e., time, budget, and other related matters)
- Assist county in structuring work agreements
- Assist in the selection of general contractors, subcontractors, and other professionals that may be needed for the project
- Assist in the bidding process
- Assist in obtaining the required insurance certificates and bonds prior to a company proceeding with work
- Assisting in securing the necessary governmental or quasi-governmental approvals
- Meeting minutes & Reports
- Construction and site review meeting
- General construction administration
- Serving as the lead contact point to outside service providers
- Assist the county in evaluating requests for progress payments
- Coordinating with the county and others designated by the county as to their involvement in the substantial completion inspection and the final inspection of projects and preparing a punch list of deficiencies
- Coordinating with the county and its consultants in evaluating the requests for final payment from the contractors