

# CIMS Process Seminar

## Construction Phase

### Notice of Intent to Award (NOIA)

- NOIA – letter of recommendation has been issued. Begin RFCA process for construction award by city staff.
- City Staff schedules meeting with contractor & consultant:
  - Discuss & Initiate Material Submittal process
  - Discuss & Initiate Baseline Construction Schedule process
  - Discuss & Initiate Coordination for Environmental Issues
- NOA – Letter of Award is issued and Pre-Construction meeting is set up.

## Pre-Construction Meeting

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Consultant provides Approved DW plats

- ▣ Contractor provides Abatement Plan for City Staff review
- ▣ Consultant provides Approved Material Submittals
- ▣ Contractor completes Baseline Construction Schedule process
- ▣ Progress Meeting Schedule Discussed, Inspector to schedule
- ▣ City provides NTP to Construction

## Construction

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- ▣ Site Visits
  - Engineer contacts Inspectors prior to visit
  - Site Visit reports
- ▣ Progress Meetings
  - Change Orders
  - RFI's
  - Estimates
  - Schedules
  - Environmental
  - Meeting Minutes
  - Field Redline reviews
  - Material Testing
  - Administrative Items
  - Public relations

## Project Close-out

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- Final Walk Through
- Release of Retainage Checklist
  - Provided by Project Team and uploaded to portal for routing by contractor.
- Redlines
  - City and SAWS
- Timing