



School Construction Advisor Services

A school construction project advisor serves as the school district's expert counselor and consultant throughout the process of implementing facility improvement initiatives. A school construction adviser will help you to proactively manage your projects from start to finish, ensuring that the district's best interests are maintained throughout the project.

The school construction advisor will help to ensure that all the many different players on your design and construction team are working collaboratively to achieve superior project results that are delivered on time and within budget.

Some of the services provided by a school construction advisor include the following:

- Assist with the development of a facilities master plan, including scope of work, design, budget and project schedule.
- Help to develop a comprehensive evaluation of the district's current facilities condition.
- Address Ohio Facilities Construction Commission requirements.
- Assist with the development of an effective and comprehensive community and staff engagement and communications plan.
- Help in the planning of community forums and information meetings
- Assist with managing building staff issues and concerns.
- Participate in the development and implementation of a bond issue campaign strategy.
- Assist with the selection and administration of a district steering committee, bond accountability committee or other oversight type committee.



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- Help keep the focus on the district's overall "big picture" during all phases of the design.
- Help your leadership team, staff and community to better understand the design and construction process, techniques and terminology.
- Assist with determining the appropriate project delivery method.
- Ensure that the district follows the appropriate legal requirements in selecting consultants and that the selection is best for your district, including: Architects, engineers, contractors, construction managers, commissioning agents, asbestos abatement consultants, moving consultants, materials testing agencies, technology and security consultants.
- Assist with issues related to city government, including: building department and planning commission approvals, fire and safety departments reviews, permitting and approvals.
- Work collaboratively with your legal counsel in the development of contracts and agreements. When necessary, assist in enforcing contract provisions to prevent your school district from being taken advantage of, or put in a situation where they could be liable for something that they shouldn't be.
- Assist with making sure that the project meets the school district's intentions through all phases of the design process: Schematic design, design development and the development of the construction drawings and specifications.
- Ensure that the needs and requirements of your educational professionals are effectively communicated and understood by the architectural design team; and that those requirements are fully incorporated into the final building design.



- Advise the school district in selecting options and alternatives during value engineering discussions or when presented with cost extras, other situations that could put the project over-budget.
- Assist with the bidding and contractor procurement process, helping to ensure best value pricing for all work.
- Assist with project commencement and the start of work on site, helping to ensure that all preparatory steps are completed.
- During the construction phase assist with the review and approval process for contractor pay requests and submittals.
- Review and interpret testing agency reports.
- Assist with the review of energy modeling reports and submissions and help to coordinate the process for LEED certification.
- Advise school district representatives during project meetings with architects, contractors, major sub-contractors, consultants, city officials and others.
- Assist with issues, problems and unforeseen conditions as they arise.
- Assist with the resolution of claims or disputes that may occur.
- Develop a plan for the relocation of existing staff, furniture and equipment. Help to coordinate the efforts of your building administration, technology staff, custodial and maintenance and teaching staff.
- Assist with project close-out, punch list and other end of project tasks.



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- Facilitate the resolution of staff move in and initial occupancy issues.
- Process warranty claims as they arise.
- Assist with school district staff training.
- Assist with energy performance tracking.
- Oversee the commissioning agent process.
- Assist with the development of an operations and maintenance plan in compliance with OFCC requirements.

For more information Contact: Ennis Britton Consulting Group

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