



The Ennis Britton  
Consulting Group

CONSULTANTS IN LEADERSHIP TRAINING AND PROFESSIONAL DEVELOPMENT

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# Maximizing Construction Project Success

Stephen A. Shergalis, RA, M.Ed.

[www.EBConsultingGroup.com](http://www.EBConsultingGroup.com)



## Take advantage of good legal advice

- Have a construction attorney negotiate and modify your design and construction professional's service agreements.
- Read your agreements with your attorney.
- Your design and construction professionals know their agreement's by heart!
- This agreement delineates just what they **WILL** be doing and what they **WILL NOT** be doing for you.

**Tip: Expand your architect's scope of contract administration services.**

## Establish Your Priorities Early

- Take time to fully understand just what is important to you and your district, as well as what you want to accomplish in your project.
- Refer back to these priorities often!
- Changing your mind will cost you time and money, particularly as you get further into the design process.
- Unless absolutely necessary, avoid changing anything once construction has started!

**Tip: Listen carefully to what stakeholders are requesting. If it cannot be incorporated into the project explain why and then stand firm.**



## Speak With One Voice

- Designate a single person to represent your district.
- As the “Owner” you will be asked to make, quite literally, thousands of decisions.
- Your design and construction team must have a clear line of communication to avoid confusion.

**Tip: Consider hiring an “Owner Advisor”.**



## Trust the Professionals

- Don't do your architect's job!
- Don't try to second guess your design and construction professionals.
- You hired them because of their knowledge and expertise.
- If you don't trust them, then hire someone else.

**Tip: Have regular OAC meetings.**



## Have a Realistic Timeline

- Your design and construction professionals can make almost any schedule work, no matter how impossible.
- The less realistic your timeline the more it will cost you!
- There is an appropriate amount of time to allocate for the design and construction of your project that will ensure you have superior results.

**Tip: To the extent possible stay flexible. Stuff happens!**



## Protect Your Budget

- Develop a realistic budget right from the very earliest stages of planning your project.
- A multi-million dollar budget may seem like a lot, but it isn't.
- Manage your budget very carefully, because no one else will.

**Tip: Have estimates completed at the end of each design phase.**



## Pay Your Bills

- Process contractor pay applications in timely fashion.
- Adhere to the schedule in your contractor agreement.
- Delays cause all kinds of problems.

**Tip: Be relentless in holding everyone accountable to follow the established schedule right from day one on your project.**





## Make Decisions Promptly

- It is critically important that questions are answered and decisions are made in a timely fashion for your design and construction team.
- Maintaining the project schedule is everyone's responsibility, including yours!
- Late and delayed decision-making can increase project costs

**Tip: Establish and adhere to a process for making decisions.**



## Consider the Impact on Your Current School Program

- All construction projects are noisy, messy and dangerous.
- Spend a good amount of time very early in the project carefully planning the impact of an ongoing construction project on your school program.
- Don't forget to consider the safety of students and staff.

**Tip: Don't forget after school and evening activities!**



# Thank You / Questions

Stephen A. Shergalis

[sshergalis@ebconsultinggroup.com](mailto:sshergalis@ebconsultinggroup.com)

(330) 441-0562



6000 Lombardo Center, Suite 120 • Cleveland, Ohio 44131 • (216) 292-9369