

## **Step 18. Monitor construction to ensure the all key design, construction and finish goals are being met.**

### **Why is this important?**

Even during the course of construction contractors may propose substitutions to the systems, materials, hardware and finishes listed on the working drawings and in the specifications.

If you've gone through all the previous Steps, then the contractor's bids should be pretty accurate and such substitutions should be minimal. Nonetheless, some substitutions – and even elimination of specific components - may occur due to the unavailability of specific products, unanticipated price increases, unforeseen delays or other problems with the project.

It is important to closely evaluate any substitutions/eliminations to ensure that key components of the project – the components that you have already identified as critical to design quality – are not compromised. The clearer your priorities are, the more effectively you can look for workable alternatives and still maintain the quality fought for so hard over the course of design and development.

### **When should this be done?**

During the Construction phase.

### **Who should do this?**

The owner/developer and the design team with the contractor, and with input from the property manager.

### **What should be done?**

- Work closely with the design team and the contractor to monitor construction as it proceeds.
- Carefully note all proposed substitutions and/or eliminations.
- Cross reference these with the prioritized lists of design components, construction materials and systems, and finishes and hardware that have been developed over the course of the project (Step 13, Step15, and Step 16).
- Determine whether the proposed substitutions or eliminations compromise any of the prioritized components and, if so, develop strategies for either accommodating these compromises or reinstating the component as originally designed or specified.
- If compromise is inevitable, consider favoring the public realm over the private. In other words, consider trade-offs that help the more permanent, “public” face of the development truly enhance its neighborhood, even at the expense of interior items which are less visible and more easily replaced or modified.

- Print **Key Construction Substitutions Form** and list key substitution/eliminations that are proposed during construction – those that impact your prioritized design, construction and finish components – together with a description of how the substitutions/eliminations meet the design intent of the project or, if they do not, why this is acceptable. Add the completed form to the Project Book.

**How will doing this help move my project forward?**

- Using previously developed lists of prioritized items - design components, materials and systems, finishes and hardware - will make the decision-making process concerning substitutions and eliminations simpler and more systematic. This will put you in a stronger position in discussions with your contractor, and will allow the construction process to proceed more smoothly.



### Example Prioritized List of Key Design Components

Project Name DOVE STREET  
Date \_\_\_\_\_

**Key Design Components**

- STOOPS
- MICROWAVES IN UNITS
- D.W.S IN UNITS
- LAUNDRY IN UNITS
- SPECIALTY WINDOWS
- BRICK CIRCLES
- IRON WORK DETAILS
- AWNING AT DOORS
- RAISED GARDEN BEDS
- REAR DECK / PATIOS
- OPEN INTERIOR STAIR
- SEPARATE DINING AREAS
- ADA ACCESS STANDARDS
- CORNICE