MANAGING INFORMATION EFFECTIVELY THROUGH ORION
Agenda

• Introductions
• Program Management Tasks
• Common Challenges
• Basics of PM Software
• Advantages of PM Software
Introductions

- **Dan Johnson**
  - City of Columbus
  - Construction Section Manager
  - B.S. Civil Engineering (OSU)
  - 25+ Years Managing Public and Private Sector Construction Projects

- **Megan Miranda**
  - Arcadis
  - Civil Engineer
  - B.S. Civil Engineering (Rose-Hulman)
  - M.S. Environmental Engineering (University of Houston)
  - PE, GISP, ENV SP, CDT
  - 5 years in consulting
Program Management Tasks

- Projects City-Wide
- Schedules
- Funding
- Contracts
- Invoices / Labor
- Legislation Tracking
- Status Reports
- Project Deliverables
- Metrics
- Asset Management
- GIS
Program Management Tasks

- Contracts
- Change Orders
- RFI’s
- Submittals
- Permits
- Transmittals
- Issue Tracking
- Pay Applications
- Daily Reports
- Meeting Minutes
- Correspondence
- Contract Deliverables
- Sub-Contractors
Common Challenges

No PM Software:

- Internal folder tree
- E-mails used to share externally
- Tracking through spreadsheets
- Full-time coordination:
  - Ingoing/outgoing submittals
  - RFIs
  - Daily inspections
  - Payment applications
  - Field test reports
  - Change orders
  - Scheduling
Common Challenges

Common Issues:

- E-mail and Inbox size limits
- Heavy dependence on single coordinator
- Time-consuming document organization
- Things slip through the cracks
- No reporting capability
- High paper usage
Basics of PM Software

- Software designed to manage projects and/or contracts
- Paperless
- Accessible, yet secure
- Typically web-based
- Highly organized
- Facilitates integration
- Comprehensive information repository

ORION
EcoSys
EADOC
E-Builder
PrimaveraCM
Advantages of PM Software

Program and Project Controls & Reporting

- Single source of data
- Transparency & accuracy
- Integration of Cost/Schedule data
- Control
- Track performance
- Consistency

Outcomes

- Better Decisions with Better Data
- Reduction in Wasted and Misaligned Effort
- Accelerate But Stay in Control
- Increased efficiency through consistency
Advantages of PM Software

- Columbus uses ORION
- Developed and Supported by Arcadis
- Tailored for the way your organization works
  - Custom workflows
  - Custom reporting
- Custom Reports
  - 24 CIP / Program-Level Reports
  - 51 Construction Reports
Advantages of PM Software

Columbus 2016 Statistics:

- 16,808 total daily reports collected
  - 7,879 via mobile app
- Payment Applications
  - 127 unit bid ($51M)
  - 89 schedule of values ($70M)
- 4,405 completed submittals
- 863 completed RFIs
- 92,773 documents (79 GB)
  - 25,853 photos (28GB)
- 725 projects with updated schedules
- 536 projects with updated budgets
Advantages of PM Software

- Personal dashboards
- User can choose what is relevant to them
  - Program, construction, or both
  - List of active tasks awaiting them

- My Programs
- Project Watch List
- My Reports
- Submittals
- Change Orders
- News
Advantages of PM Software

• Budgeting and Contracts
Advantages of PM Software

- Scheduling

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<th>Phase/Milestone</th>
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<th>Duration</th>
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Advantages of PM Software

- Monthly status update: Communicates latest project info, schedule updates

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Information for Progress Report

**Work Performed:**
- Approved invoice 25.
- DP working with Disinfection DP on Site Prep contract.
- DP working toward 90% submittal, due mid-September.
- Phase III MOA prepared and circulated for signatures in late August. SHPO requested that everyone sign before them.
- Rii performed dewatering pumping test.
- Went on walk-thru with plant on 8/16 to determine alternate CPS routing. BC also doing the solids testing 9/7 to

**Work Planned:**
- Continue general design coordination with DP.
- Work through Phase III and previous human remains correspondence and receive and address comments.
- Receive and review 90% plans
- Submit PTI/Permit App to OEPA

**Action Items:**

**Issues:**
Advantages of PM Software

- Document management
Advantages of PM Software

• Integration (Importing):
  – Financial System
  – Legislation Tracking System

• Integration (Exporting):
  – City’s GIS
    • Project information used to check for conflicts
    • Same place, same time – requires coordination

• Other business software
Advantages of PM Software

- RFIs

The image shows a screenshot of a software interface for managing RFIs (Request for Information) with details such as contract numbers, subject, date received, date required, and date returned. The interface includes fields for status, related documents, and notes on the RFI details and workflow.
Advantages of PM Software

• Submittals
Advantages of PM Software

• Daily Reports
  – Pay Items
  – AssetHound
Advantages of PM Software

• Pay Estimates
  – Unit Bid and Schedule of Values Projects
  – Unit Bid projects populated from daily reports
### Meeting Minutes

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<tr>
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### RFP's Document Attachments

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<td>1009P1 Change Order 001 Signed-COC.pdf</td>
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Summary

• Common Challenges:
  – Time, waste, security, documentation, coordination

• Advantages of PM software:
  – Tailored to your needs
  – Automatic workflows
  – Accessible, yet secure
  – Strong documentation
  – Improved efficiency
  – Unlimited capacity
THANK YOU

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