

910 - Phase D Responsibilities of DFMS

910.1 Project Manager: The Project Manager performs the following functions during the construction process:

- Monitors the performance of the Architect-Engineer and construction progress of the Contractor for compliance with the requirements, terms, and conditions of each respective contract.
- Attends all design and construction progress meetings.
- Is the DFMS Representative for all construction-related issues.
- Keeps the University Department and other interested entities informed of significant Project developments.
- Reviews and makes recommendations for the acceptance of Change Orders.
- Acts as arbiter of the Contract Documents when an issue of design errors and omissions arises, or when the Contractor and Architect-Engineer are in disagreement.
- Coordinates construction issues with the University Department.
- Monitors funding of the Project. Continually updates the project budget.
- Approves payments to the Contractor and Architect-Engineer for Work completed.
- Authorizes final acceptance of the Project and conducts transfer of the Project to the University Department.
- Provides the University Department with copies of warranties, guarantees and operations/maintenance manuals, etc.
- Verifies that the Contractor (and Resident Observer, when applicable) has the required documents on the job site.
- Makes payments of various construction related expenses (i.e., code review and inspection fees).
- Processes Change Orders for the Architect-Engineer Contract.
- Processes Change Orders for the Construction Contract.