

# **CASE 962-F - A GUIDELINE ADDRESSING THE BIDDING AND CONSTRUCTION ADMINISTRATION PHASES FOR THE STRUCTURAL ENGINEER**

## **ABSTRACT**

This document, *A Guideline Addressing the Bidding and Construction Administration Phases for the Structural Engineer*, has been developed to assist all the parties associated with the bidding and construction administration phases of a project with the primary emphasis on those issues associated with the structural engineer (SER).

It is important that the design team remains proactive in communicating with the contractor and the owner after the construction documents have been issued. This communication during the construction phase, as well as during the pricing and bidding process, should have as its primary goal the assistance, interpretation and documentation for the improvement of the constructed project.

This is a guide to the SER's roles after the construction documents have been issued for construction. It provides guidance on pre-bid and pre-construction activities through the completion of the project. The appendices contain tools and forms to assist the SER in applying this guide to their practice.

The project construction delivery system (e.g., design/build, design/bid/build) and for whom the SER works (e.g., owner, architect, general contractor) will influence the approach and the process during the bidding and construction administration phases. It is important to understand that no single method can be defined to accommodate and to be totally effective for every construction situation and construction team makeup. Therefore this guideline includes suggested approaches to the various components that can make up the bidding and construction administration phases.