Coordination with the Engineer of Record

The Senior Project Engineer should have ongoing coordination with the FDOT project manager and the Engineer of Record (EOR) throughout project construction. The EOR is the designer of the project who was responsible for the preparation of the contract documents. The term “Engineer,” mentioned in the contract documents refers to the Director, Office of Construction, or their designee, not the EOR.

The Senior Project engineer should understand that the PM and EOR were involved since the design phase and should be able to explain the history and evolution. Generally, design contracts include some post-design (construction) services. The PM or CEI must understand the contractual issues related to obtaining the services of a consultant EOR. The FDOT PM must approve any chargeable services provided by the EOR. Consequently, it is important to work with the FDOT project manager to establish the appropriate protocol for communication. The EOR should prove to be an excellent resource for the PM and the Senior Project Engineer throughout the construction period.

The FDOT project manager and the EOR should be invited to the pre-construction conference, the partnering meeting, and to the earlier on-site construction progress meetings to establish open and direct lines of communication.

The PM’s role includes monitoring the EOR’s responsiveness during the construction period. The EOR must review and approve shop drawings submitted by the contractor within the allotted contract time, review and approve any contractor-proposed design changes, evaluate, and respond to any Request for Information (RFI) or Cost Saving Initiative (CSI) submitted by the contractor, and address any other design-related issues.

Many of the EOR duties and responsibilities mentioned above have a direct impact on the project schedule. Communications must be clear and open. Contract deadline dates outlined in the documents should be well known, and they should be discussed. The PM or Senior Project Engineer should provide as much lead-time as possible to the EOR.

The FDOT project manager must be notified immediately upon discovery of any design-related issues and must be involved in the resolution. These issues could be a result of Errors and Omissions which can be found in the Project Management Guide