Process Control System

Process Name: Conduct Value Engineering Study	**Product/Service:** Completed VE Analysis with a report documenting the findings of the team	**Primary Customers:** Management, DVE **Partners:** FHWA, State Value Engineer	**Customer's Valid Requirement(s):** Follow the VE Job Plan to produce quality recommendations that can be implemented.	**Regulator's Valid Requirement(s):** Follow the widely recognized systematic problem solving analysis process that is used throughout private industry and governmental agencies.

Input(s): Project Information
Supplier(s): Project Manager

Flow Chart

Step / Time \ Dept / Person	DISTRICT VALUE ENGINEER	VALUE ENGINEERING TEAM
NEED	Conduct VE Study	
INVESTIGATION		Information Phase - Gather information about the present design from engineering reports, design plans, estimates, alternatives, right of way maps etc. - Gather information about project from Project Manager, Designer and anyone else familiar with the project.
ANALYSIS		Function Analysis Phase: - Team identifies the elements with the greatest potential for value improvement. - Function Analysis
SPECULATION		Creative Phase: - Team generates alternatives to the proposed design by using brainstorming techniques
EVALUATION		Evaluation Phase: - Team evaluates the alternatives and determines which offer the greatest potential for savings and approval. Advantages and disadvantages are considered at this point.
DEVELOPMENT		Development Phase: - Team develops the alternatives selected. Sketches, cost estimates, validation of data and other technical work are done at this point.
PRESENTATION		Presentation Phase: - Team presents its recommendations to management and appropriate staff with time allocated for question and answer. - VE Study report is developed during the study as a step-by-step record.
RESULTS	Post Study Surveys of Team, Project Manager and Management. Feedback results to Project Selection and Team Selection Processes & Team Leader.	
	Enter data into database	
NEED MET	VE Study Completed	

Process and Quality Measures / Checking / Measure Monitoring / Miscellaneous Information

Process Measures And Quality Measures	Control Limits Specs / Targets	Checking Item: What is to be checked?	Timeframe (Frequency): When to check?	Respon-sibility: Who will check?	QAR: Date of Last Review	Miscellaneous Information
Q1 Adoption Rate	40%-60%	VER	Quarterly	SVE	D1: 01/2009 C D2: 01/2009 C D3: 01/2009 C D4: 01/2009 C D5: 01/2009 C D6: 01/2009 C D7: 01/2009 C TPK: 01/2009 C	- Abbreviations - Procedure Reference - Notes, etc. Federal Regulation 23 CFR 627 VE Procedure 625-030-002 AASHTO Guidelines for VE

CODES:

C - Compliance
NC- Noncompliant
BP- Best Practices

Approved: _____ **Date:** _____ **Process Owner:** VE Team Leader **Rev #:** 1.5 **Rev Date:** 2/2009