



# NORTH CAROLINA

Department of Transportation



# A day in the life

Promoting cooperation  
through understanding

## Goals of session

- Create an understanding of the Contractor's and the Resident's needs
- Discuss each especially each's "pinch points"
- Develop a list of how each can help the other
- Have a little fun

# Who said that?

Nathan Tanner

Resident Engineer Whittier

**Coordinates daily project activity  
(staffing, material ordering and  
scheduling, sub-contractor scheduling)**

**Project management (ensure projects  
are on schedule and facilitates all project  
submittals, helps prepare project  
schedules and CPM)**

**Constructability review (helps review  
plan sets on any potential projects for  
constructability issues or problem areas)**

**Construction estimates (for upcoming  
projects and bidding; negotiates prices  
for extra work and plan changes)**

Tanya Ball

Project Engineer Wright Brothers

**Call of problem from previous night's work**

**Call of sick inspector, need someone  
else for today's work**

**Staff meeting – need more people**

**Checking emails & correspondence**

**Review upcoming projects**

**Monthly meetings (erosion, progress,  
precons)**

**Lunch**

# Who said that?

**Nathan Tanner**

**Resident Engineer Whittier**

**Payment tracking (helps ensure that all payments have been accurately made to the company on all active contracts)**

**Marketing (helps market the company to all potential project owners and potential new hires)**

**Equipment purchasing (helps facilitate the purchasing of necessary equipment and asset building)**

**Hiring (new employees at every level)**

**Construction estimates (prepares estimates for upcoming projects/bidding; negotiates prices for extra work and plan changes)**

**Feeds Jeff's Goats**

**Tanya Ball**

**Project Engineer Wright Brothers**

**Review budget on current work – forecasting**

**Jobsite visit to deal with utility issue**

**Replying to emails & returning 100 calls**

**After work meeting at Innovation**

# What they really do... in their own words!

Nathan Tanner Resident Engineer Whittier

- **Review emails for submittal tracking**
- **Review daily and weekly reports**
- **Review Estimates and progress**
- **Review DBE logged payments**
- **Review and coordinate inspection staffing**
- **Review plans on upcoming projects for constructability issues**
- **Review all active claims and prepare engineering estimates for all**
- **Supplemental Agreements/prepare supplemental agreements**
- **Address all emails and phone calls about issues**
- **Attend project meetings and review field construction of projects during site visits**
- **Review SAF forms for all projects**

Tanya Ball Project Engineer Wright Brothers

- **Schedule subcontractors for upcoming work**
- **Material procurement for upcoming work**
- **Update current schedules**
- **Review estimates**
- **Review budgets**
- **Put out fires**
- **Visit upcoming projects**
- **Help bid current local projects**
- **Review plan updates**
- **Approve payments to subs and suppliers**
- **Write POs and subcontracts**

# Pinch points and actions

1)

A)

2)

A)

3)

A)

4)

A)

5)

A)

# Conclusion

- Each projects pinch points may be different though the core likely remains the same
- Discuss needs at each monthly meeting and understand each others' concerns
- Agree to a time and make that priority
- Understand that if everything becomes an emergency, then there is a breakdown
- Reboot (run to, not away from a problem)