

BENEFITS ARE GREEN AND LEAN:

➤ No paper expense

- No expense for paper; thus no file cabinet expense
- No clerical resources needed (copying, transporting, and filing/retrieving)
- No data entry clerical expense, transcribing data from paper forms into company database (i.e., Prolog, CMIC, etc.).
- No lost or mishandled paper documents
- Retrieving old DCRs is achievable with a few key strokes.

➤ Turner Superintendents have operational controls

- Superintendents spend significantly less time working on daily construction records (DCR).
- **CAPS4Turner.com**'s work flow process monitors to ensure all DCRs are fulfilled by Subcontractors
- Reviewing DCRs is fast and efficient
- Resolving rejected DCRs is simple and results in an expedient turn around.
- End-of-month closeouts are easier and more accurate.

➤ Developed specifically for Turner Construction's DCR process

- **CAPS4Turner.com**'s work flow process updates Prolog automatically— no data entry needed.
- Extensive management reports

Presently used by

Turner/PCL/Flatiron—Joint Venture
San Diego International Airport
“The Green Build”

www.caps4TPF.com

Used 2008-2010 (project end)

Turner Construction
Phoenix Sky Harbor International
Airport

www.caps4Turner.com

Subcontractor's endorsement...

“Thank you for this product; it is a nice way of handling paperwork!”

David "Skinny" Johnson, Superintendent
Michels Communications

Demonstration

Please call for a demonstration. A 15-20 minute session will help you determine whether **CAPS4Turner.com** is right for your project.

Most Turner Construction projects can start using CAPS4Turner.com with a couple of weeks lead time and a modest startup fee.
Nothing to purchase!

Contractor Administrative Professional Services

CAPS4Turner.com



For Turner Construction Superintendents that want a simple, cost saving, and dramatic improvement to their DCR process.

ConversantBT

“Process & Technology in Sync with Business”

An Arizona DBE Certified Company

Phoenix, AZ

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Getting correct Management Manpower Reports on-time can be a major challenge.

THE PROCESS

Subcontractors are required to complete a daily construction record (DCR) — paper form — for each shift worked; it includes a description of completed work and what labor and equipment were used in the performance of that work. DCRs are supposed to be completed and returned to the Prime Contractor (PM) within 24 hours. Next, a PM Supervisor reviews the DCRs of their assigned Subcontractors. If the DCR is rejected, it is returned to the Subcontractor to be corrected — longer cycle. If it is correct, it is sent to a PM clerk who enters the data from the form into their database — Prolog. By the end of the month, all of the DCRs are approved and data is entered. Reports are generated to meet the PM’s obligations to its stakeholders (i.e., insurance company, governance agencies, owners).

REALITY

The reality differs from the “The Process”. The snowballing effect starts when a Subcontractor’s (SUB) Foreman neglects to complete the DCR within 24 hours. They think, “I’ll get around to it later” and later may not be the next 24 hours either. Procrastination becomes the norm for some Subcontractors.

DCRs could be ignored for many days before the PM Superintendent notices the non-compliance.

DCRs could be ignored for many days until the PM Superintendent notices the non-compliance. Now, the SUB Foreman is taxed to describe exactly what was done a few or several days back and remember what labor and equipment were used; so they fill out the tardy DCRs to the best of their memory.

The PM Superintendent is caught in a quandary. They are tasked to monitor for late DCRs, keep pace with the validation of DCRs, which are now arriving in sporadic batches, and still perform their other duties. Time lapses as rejected DCRs and late DCRs are not expeditiously processed. Late DCRs slide through the cracks, overlooked.

PM Superintendents are hard pressed to know the status of their Subcontractors’ DCRs.
For which days are Subcontractors not compliant?

PM Management expects the monthly reports within 24–48 hours after the end-of-month. DCRs have been trickling in all month; the PM data entry clerk knows that on the last few days of the month they will be overwhelmed with late DCRs. Prone to human error resulting from working under pressure, some data may be incorrectly entered.

PM management assumes that all DCR data is complete but gives the stakeholders project status reports that are fraught with incorrect and/or incomplete information. PM management is placed in, what could be, an embarrassing position.

SOLUTION: CAPS4Turner.com

CAPS4Turner.com (CAPS) is a proven Internet based solution that is driven by an automated work flow process (CAPS WFP).

How it works: Daily, at the beginning of each project shift, CAPS WFP automatically generates a DCR for all SUBs that are scheduled to work and places a “N” (New) tag on the electronic record. At shift end, the SUB Foreman goes online and fills out the pertinent information. Upon fulfilling the information, CAPS WFP changes the record tag from “N” to “F” (Finished).

When the PM Superintendent logs on they receive a list of all DCRs from their assigned SUBS for review. If they approve a DCR, CAPS WFP changes the record tag from “F” to “A” (Approved). If the DCR is rejected, the PM Superintendent enters a reason for the rejection, CAPS WFP changes the tag to “R” (Rejected), and sends an email or text to the SUB Foreman informing them of the rejection; after the DCR is fixed the record tag is changed back to “F” and resubmitted.

Management Controls

Daily, CAPS WFP generates text or email communications to respective parties alerting them of their non-compliant DCR status: SUBs if they have not filled out their DCRs in a specified time span and PM Superintendents if they have not reviewed their DCRs in specified time span - escalation to higher powers occur.

CAPS WFP automatically updates Prolog. No clerical staff hours needed for paper management or data entry.