DIVISION 1 GENERAL REQUIREMENTS

SECTION 01375

WEB-BASED PROJECT MANAGEMENT SYSTEM

GENERAL

1.01   System Requirements

A.   The General Contractor shall use the specified project management control system. The
Contractor's requirements include:

1.   Provide the hardware to operate the system in home and field offices.
2.   Pay the licensing fees.
3.   Provide personnel for training and operation of the system.
4.   Provide the telephone or other data line to connect the system to the Internet at the home
and field offices. A Digital Subscriber Line (DSL) is the minimum recommended for
optimum performance.
5.   Provide an Internet Service Provider at all locations.
6.   Use the system to generate and transmit the specified project management documents.
7.   Use the system to communicate with A/E, Project Manager and Inspector of Record.
8.   Maintain the system until final completion.

1.02   System Description

A.   The system is a technology based construction management project controls solution developed by
Meridian Project Systems. The system is designed to address the record keeping and
communication requirements of the construction project. The General Contractor is encouraged to
include the requirements of this specification in contracts with subcontractors to facilitate the flow
of documentation.

1.   Document Control

a.   Meeting Minutes: This feature will be utilized by the Project Manager with copies to
be distributed to all attendees.
b.   Requests for Information: Submit all RFI's utilizing the system.
c.   Submittal Register: Track and process all items being submitted by each subcontractor
for approval.

1.03   Ownership of database

A.   Project Manager retains control and ownership of the database during the duration and upon
completion of the project will turn it over to the Owner.

1.04   Training

A.   Contractor to include as part of the contract amount, sufficient costs to provide training for his
staff. It is assumed, that as a minimum, two staff members will have taken the 3-day course
offered by Meridian Project Systems.

1.05   Costs
A.   The system is a web-based application with costs specific to the user and number of users. The
contractor will include the appropriate number of licenses for his forces, as well as that of key

subcontractors to ensure the required flow of information to facilitate communication in support of execution of the work. The contractor and/or subcontractor will also include the cost of training in the bid.

B. Swinerton Management and Consulting is the master licensee and is the Master Administrator and will program individual user rights for the contractor, subcontractors and any other users.

C. License costs:
   • Project Management Membership $127.50/user/month
   • Collaboration Membership (read only) $42.50/user/month

D. Training:
   • Group Training $5,000/day

E. Invoicing
   Meridian Project Systems will invoice directly to the contractor or subcontractor.
   It is the sole responsibility of the contractor and subcontractor to pay the invoice in a timely manner.

END OF SECTION