

100 Grand - Punch List Manager Software Summary:

Pros:

Having the availability to track progress on an electric data base and sending it directly to the subcontractors as work orders. This was an effective tool for ZCON more than anyone as it gave me a chance to hold the subcontractors accountable for the work they completed or lack there of. This saved the time of taking a note pad and pencil around the job.

The on-screen sign off was effective in back checking all of the turned over units. There were occasions where a unit sign-off was questioned and we could view the signature screen on the handheld immediately to confirm.

Printing out the summary reports proved effective for updates, meetings and showcasing the subcontractors' progress.

I enjoyed the ability to have multiple lists: Construction Progress, Owner's Walk One and Two and the Owner's Final Acceptance Walk. This allowed me to examine items that were outstanding from previous inspections. It also gave me solid evidence on who was performing and what their response time was like.

Having the ability to modify or add to the drop downs gave me a fuller range of possibilities when it came to generating the description of the work order. To have 'start up' or template drop downs for locations and descriptions were helpful, but you cannot predict every scenario, therefore the ability to write in my own text served useful.

The daily snap shot and schedule feature gave me a heads up on what to look for when I was doing my rounds. This provided a clear schedule of the units that the owner and I were to walk for the day, week, etc.

Once I surfed around the site, it was relatively easy to navigate to pertinent information. I focused on the drop downs and categories that I needed to utilize and strayed away from the things that may be of some use in the future if the training was more comprehensive for the actual user; (see future section below.)

The Dashboard feature was a quick way to see aging reports, open and closed items. I feel that this screen was the most used by the other team members as well.

Cons:

The palm was super sensitive and a slight movement of the stylus would put me in a place that was undesired. If there is a bigger tablet available, that would be better - I would sacrifice the handheld mobility for better functionality.

The master log in user - the only one that has the power to change and save items when logged onto the punch list software was annoying. Either have multiple or all access for the individuals that are utilizing the software.

The mobility of the product was good, but the battery life was short and needed to be docked quite often since we were using it day after day.

Getting people to log on and check the status of the project is a little intimidating if you are not familiar with the site. On the Dashboard, maybe we could add a button that would provide a summary. I realize that the dashboard provides a summary, but not all recognized it as such. Potentially create a "site visitors" link that allows pertinent members of the team to view progress, but not the other many applications that populate the site. Or add a section for the subcontractors to log on. The more we could simplify the site's appearance, the better chance their involvement may improve.

I did experience some difficulty converting the reports to PDF or Microsoft Word documents. I would have to log in and save to my desktop, but the majority of the time there would be an error message where the text should appear.

Future:

Since we were one of the first General Contractor's to utilize this software, I believe that there were some modifications made to the program that would allow for better interface. This could be a helpful since the foundation for the program has already been established. I would love to get one on one training with Deborah and have the ability to have her show me what I was doing wrong/right in order to improve future use.

The summary report fields could be more refined. Maybe it is the user who is not performing them correctly, but I think that when the lists are published they are too populated even with the closed/open filter applied.

Utilizing the picture taking ability would be a plus. Every time we would snap a picture it would be lost and could not be retrieved as a usable jpeg or mpeg file.

Employee schedule report feature - I would like to be able to send a report that includes a range of dates for work orders both closed and open. I believe this feature just shows how the individual employees are using the system; meaning that, "Jon Doe cleared 10 items from 7-1 through 8-1, etc." It would be nice to be able to send a summary report to the different players involved in the project.

Quality process function – I would like to utilize this as our Quality Control from the underground work up until the punch out of the units. Is there a way to import a Microsoft Project schedule in order to take the milestones and have them serve as work orders? This could be an effective tool along with our look ahead schedules and we could make reference at our construction meetings.

I would like to see what the top ten category's main function is. I really did not dive into this drop down and am curious if it serves any relevance. Is it possible to remove categories that are not being used, that may make the site less intimidating?

It may be helpful to tie the subcontractors into the system in order to force their involvement. If we had a way to make sure that they were logging onto the system versus Zcon printing the work orders out and faxing/emailing/etc. it may save some time. Although I would argue that some subcontractors were proactive in clearing their items.

Is it possible to have a signature screen tied into the subcontractors? When we perform a verification walk after the sub claims he has completed the work order, it may eliminate a step to have the GC and the sub sign off on the hand held in the field.

These are some of my thoughts from utilizing the Punch list software and hand held device. I believe that it was an effective tool and I would like to use it in the future. I think that it could be a smoother go around because I know what to expect and the experience of using it at the Grand provided a learning curve. I am excited to see how the other General Contractors faired and how it is being utilized for the totality of the construction process. I would like to see how different scheduling systems are married to the program.