

Subcontractor management resource guide



This resource guide is based on discussions that have taken place at the Zurich National Construction Roundtable, an open forum for customers to discuss critical concerns and ideas that directly impact the construction industry.

The following information is the collective expressed opinion of the Roundtable members. They have provided potential solutions and lists of resources for consideration by the construction industry.

What is subcontractor management?

The systematic process of applying known and successful operational guidelines to positively impact all aspects of subcontractor safety management.

Challenges

- Skills, size, qualifications
- Contractors identified that are on site – multiple tier control
- Training and documentation of training; who is doing training
- Providing competent person(s) and I9 immigration check
- Right equipment for the job; well-equipped for the project
- Right resources and financial abilities to perform the work
- Managing from prequalification to completion of work
- Contractual risk transfer; insurance requirements
- Security background checks – state-by-state/ agency regulations and levels
- Drug/alcohol screening
- Emergency response
 - Confirming onsite headcount

Contractual risk transfer

- Needs additional attention
 - Insurance and indemnification requirements
 - Waivers of subrogation
 - Additional insured issues
 - Certificates of Insurance

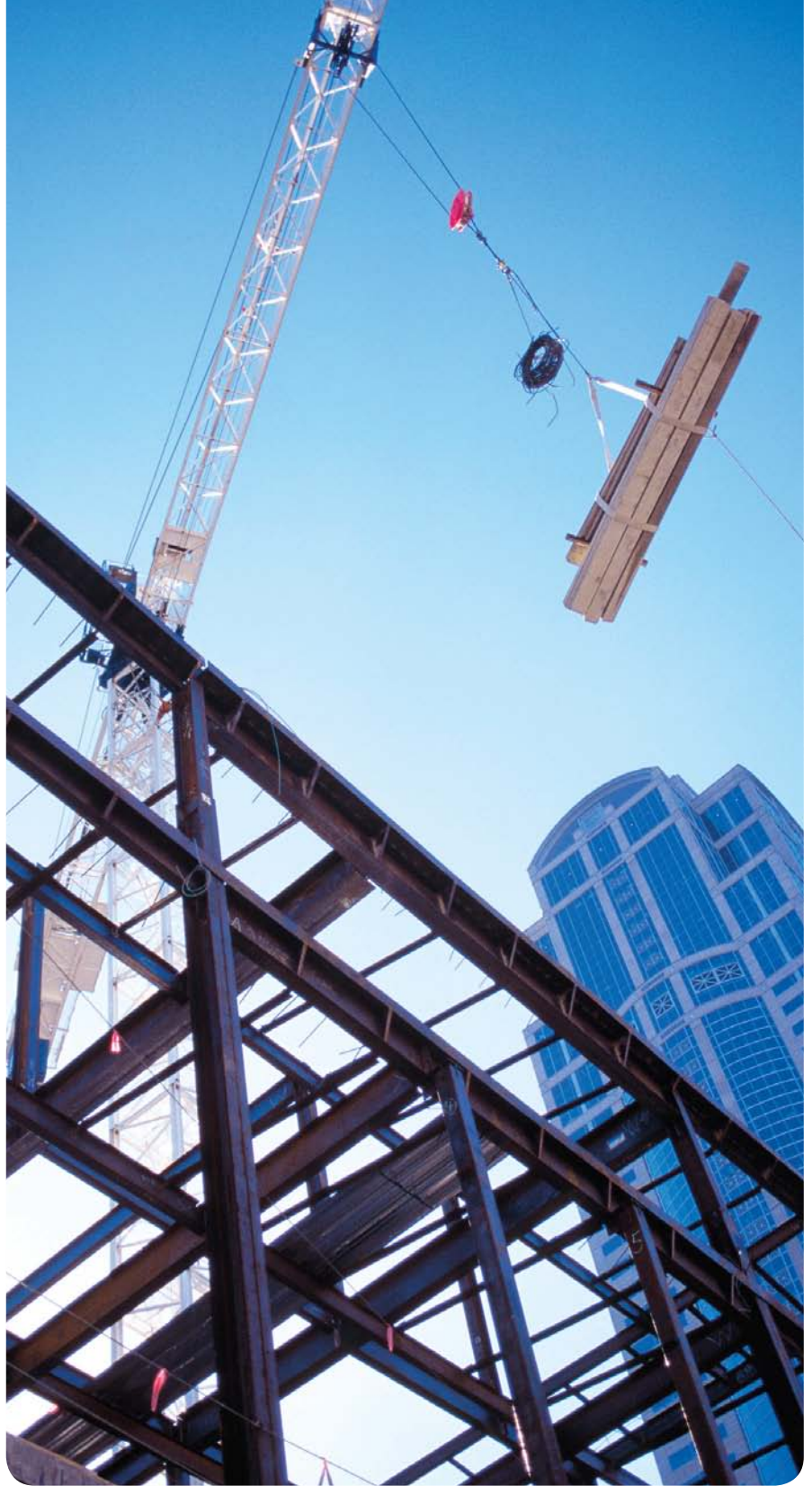
Solutions and opinions

- Orientation and task specific training
 - Construction management / general contractors to offer competency training/ mentoring
 - www.safetyclicks.com
 - www.claritynet.com
- Subcontractor coordinators to facilitate meetings
 - Pre-construction meetings
 - Weekly/bi-weekly meetings
 - Onsite safety committee meetings
 - Safety task meetings
 - Post accident/incident meetings
 - Construction users roundtable – CURT: (www.curt.org)
- Construction management / general contractors to provide trained staff in subcontractor accountability

- Prequalification as part of the contractual obligations, safety stats, OSHA logs, incident rates, Experience Modification Rate (EMR)
 - Records of training
- Programs recommended
 - Weekly Tool Box talks
 - Health and safety programs
 - Names of safety contacts/project management teams
 - Pre-job, pre-task, job hazard analysis
 - All contractual risk transfer requirements (Certificates of Insurance, bonding indemnification agreements, business license)
- Clearly defined specs and drawings
- Define clear lines of communication

Resources

- Go Kahuna – The mission of Go Kahuna is to certify that businesses earning the Gold Seal Service Certification are operating in a legitimate and insured manner so that users of their products or services can make an informed spending decision: www.gokahuna.com
- Houston Area Safety Council XNet – Subcontractor Prequalification Form (PQF): www.hascxnet.com
- International Risk Management Institute: www.irmi.com
- Construction Industry Institute: www.constructioninstitute.org



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