



VN Services®
A Project Support Company

Quarterly

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Helping Our Children

VN Services is very pleased to have been short-listed by the Ohio School Facilities Commission (OSFC) to provide Partnering and Neutral Facilitation services on construction projects for Ohio's public schools. The OSFC's mission is to provide funding, management oversight, and technical assistance to local school districts for construction and renovation of school facilities in order to provide an appropriate learning environment for Ohio's school children. The OSFC has already touched almost 400 of Ohio's 612 public school districts focusing on those with the most need. We are honored to be under consideration to contribute in such important work.

Articles Of Interest

"Minimizing Construction Woes" Stephen Varone, Habitat Magazine, May 22, 2000

*The following contains information gathered from the cited article. It has been interpreted and paraphrased for inclusion in this newsletter.

Even projects with good specifications and drawings from a professional firm are plagued with problems. The reason is insufficient coordination during construction. Following are guidelines that should be incorporated to

Knowledge Is The Key

VN Services hosted a seminar titled "Minimizing Loss in Construction Claims" on December 11th in Cleveland, Ohio. The faculty for the seminar included Peter Comodeca, a partner at the law firm of Calfee, Halter & Griswold LLP; Tim McManamon, the Executive Director at the accounting firm of McManamon and Company; and Robert Vail, the President of VN Services.

The Ohio Supreme Court approved the seminar for three Continuing Legal Education credits. After the presentation there was a social hour for attendees to meet the presenters and ask additional questions. The seminar was well-attended and a great success; keep your eye open for future VN Services seminars and training!

help anticipate and minimize construction woes. While these are not the only elements of a well-run construction project, incorporating them will increase the prospects for successful results.

Project Initiation Conference

Gather all the responsible parties together at the onset of a project to avoid potential snags. Discuss all items of concern, such as scheduling, security, access requirements, emergency numbers, and submittals.

Review the Project Timeline

Most projects run into trouble because not enough thought has been put into the scheduling sequence and crew size required. A timeline should contain a start and completion date for every phase of the operation, allowing for adjustment of components that may be overly optimistic or out of proper sequence.

Dedicated Project Supervision

Dedicated full-time supervision should be provided in the form of a project superintendent. He must be versed on all aspects and requirements of the project, speak on behalf of the contractor and be in charge of all workers at the site.

Daily Reports

Reports should be required on that day's activities and work planned for the following day. The daily report minimizes miscommunication and scheduling snafus.

Site Reports

Written reports keep all parties informed of progress. It focuses on the work observed, provides instructions for correcting any improper work, lists issues to be addressed and notes the next scheduled visit. Reports should be distributed to the appropriate parties.

Job Meetings

Hold regular meetings at the project site with all parties to review the status of the project, discuss changes to the scope or timeline and resolve any problems. Meetings are on-site so that conditions and disputed work items can be viewed first hand.

Liquidated Damages Clause

Construction projects mean disruptions. A liquidated damages clause encourages the parties involved to do everything possible to meet the terms of the contract.

Retainage

A retainage of 10 percent of the contract amount held back until 30 days after sign off of the completed project promotes completion of the punch-list.



Is Now



A Project Support Company

Allow Us To Introduce

Peggy Draper

Peggy joined VN Services this past year as our Director of Finance. She comes to our team with over 20 years of experience in the fields of finance and accounting. Peggy has spent the last 15 years with a local accounting firm.



In addition to handling our financial statements, she also oversees our accounts payable, accounts receivable and payroll. Along with providing expertise in these areas, Peggy brings with her a positive attitude and is a joy to be around. A lifelong Cleveland resident, she lives on the city's eastside and enjoys both reading and travel in her spare time.

VN Services Quarterly is a publication for our employees, clients and friends with a circulation in excess of 2,500.

To find out more about us, visit our website at www.vn-services.com, or call (440) 729-0514.

We would like to hear from you. To submit article suggestions, contact Tom Williams at Ext.28

In The Spotlight

Bob Vail enjoys sharing his knowledge almost as much as he loves being in front of a crowd. Over the last few months he has participated in seven high profile presentations. They have taken place throughout the Midwest, from Chicago and Detroit to Cleveland and Columbus. Among these seminars were presentations to the American Institute of Architects on scheduling at their Ohio State Convention; the Office of the State Architect for Ohio regarding design and construction; the Chicago Bar Association on construction claims; the Columbus Bar Association regarding claims; the Bricker & Eckler Top Gun Seminar on claims avoidance; a Lorman seminar regarding construction contract fundamentals; and our own seminar on minimizing loss in a claim. A special thanks to those folks that invited Bob to speak including Roger Booker, Bill Lyman, Ed Filer,

Hank Reeder, Ron Victor and Michael Holman. These truly are labors of love for Bob, and he welcomes these opportunities whenever they present themselves.



Recent Projects

R. J. Platten Contracting Co.

Highland High School
Medina, OH

Western Mechanical

Detroit, MI

Massaro

SureTrak Training
Pittsburgh, PA

CAN

Hecht's Department Store
Colombia, MD

G & S Electric

Ford Heritage
Detroit, MI

Ver-Dick Builders

Sumner On Ridgewood
Copley, OH

Buckingham, Doolittle & Burroughs, LLP

Tetratex
Cleveland, OH

Independent Excavating

SummerSet At Frick Park
Pittsburgh, PA

AD Jacobson

Lenexa, KS

“Quote” of Note

“Character cannot be developed in ease and quiet. Only through experiences of trial and suffering can the soul be strengthened, vision cleared, ambition inspired and success achieved.” - Helen Keller

From the President’s Desk

After spending the holidays with friends and family, I find myself reflecting on what tomorrow will bring. For many of us, the past two years events have put things into perspective and caused us to focus on the more important matters of life. In order to make the most of the present, we must cherish special times and those we hold close. It is our hope at VN Services that everyone has a healthy and prosperous New Year filled with joy and happiness.

– Robert Vail

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