

Managing Compliance Is Key to Successful Construction Projects



With today's construction demands, projects are becoming larger, more complex and involving more people, processes and collaboration than ever before. That's a good thing for contractors' bottom lines as larger, meatier projects mean more work and more revenue.

However, for those managing the day-to-day work, it means there are more things to stay on top of — from project costs to change orders to materials to subcontractor commitments to WIP reports to payroll to safety regulations — it can be a daunting task for even the best-staffed construction firms.

Thankfully, leading-edge technology and software is helping contractors streamline workflows surrounding all of those tasks and making it simpler to store, track and analyze the data behind them. One of the most crucial elements to maintaining fluid construction projects is having solid compliance management practices in place.

COMPLIANCE IS CRITICAL TO SUCCESS

Construction is one of the most heavily-regulated industries. Beyond the contractual agreements between the owner, contractor and subcontractors, construction firms need to consider building codes, insurance and bonding requirements, credit and background checks, prevailing wage and union payroll requirements, lien requirements, a plethora of safety regulations and much more.

These are a lot of hoops to jump through to ensure a successful end product. Any one of these issues falling through the cracks can bring work screeching to a halt while it is addressed. It can also present significant risk to the contractor via penalties, lawsuits or other conflicts.

Whether it comes down to back-office staff or project managers in the field, it's critical to have folks on team dedicated to compliance issues and documentation.



To be effective, these professionals need to:

- Actively communicate compliance requirements to everyone involved in the project.
- Collect, store and track all compliance documentation.
- Proactively communicate with parties when documents are expiring, when information is missing and when payments are held back or work needs to be stopped.
- Know when and how to take action for non-compliance, including holding subcontractor payments, halting work until safety issues are addressed and more.

DITCH THE PAPER

Since a key part of ensuring compliance is the documentation, it's important to have a fluid system of record keeping in place. That means easy-to-access, correctly-versioned documents in a central location, with an effective means of distribution and with backup copies in place should they be needed.

Unfortunately, many contractors are still relying on physical paper, file cabinets and other archaic means of document and data collection. These are not ideal methods as documents can take longer to find, can get lost and might not be recoverable in the case of a disaster like a fire or flood. Plus, when physical copies are relied on, they tend to wind up spread across multiple locations — back-office, field offices, etc.

Document management software solutions where digital copies are maintained in a central location for easy access and tracking — preferably in the cloud to guarantee the information is backed up — are strongly advised. Leading construction enterprise resource planning (ERP) platforms have these solutions built in so that the data is integrated throughout the organization. This also allows for simple, automated workflows to be established so that the collection and tracking of compliance documents is streamlined.

Should a compliance issue arise, like a conflict arising from a subcontractor not providing current bonding certifications or an OSHA inspection that generates concerns over whether safety regulations are being consistently followed, compliance managers can have the answers at their fingertips in seconds.

DEDICATED COMPLIANCE SOLUTIONS

There are other solutions contractors should also consider for compliance management. Dedicated job compliance management solutions, also integrated into some construction ERP software programs, provide a dedicated management portal to manage the various levels of compliance documents and tasks associated with projects.

These softwares include automated workflows to streamline compliance management tasks and alerts for when documentation is needed or soon expiring. These programs can also manage the compliance documentation process down through multiple tiers of subcontractors, ensuring that compliance is always in place, no matter who is doing work on the project.

There are also specialized kiosks and web portals, which allow subcontractors to easily self-manage their own compliance issues. These solutions allow subcontractors to update compliance information, upload supporting documents and receive warnings and alerts when documentation is needed or new information becomes available. They can also use these solutions to process billings and see job information relevant to them.

Robust employee management and HR software solutions also help by tracking employee certifications, managing training, keeping tabs on employee or group-specific issues or violations and much more. Keeping these employee documents and data up-to-date is critical to ensuring everyone on the project team is in tune with compliance issues at all times.

ROUTINE CHECKS AND BALANCES

Even if compliance management is a well-oiled machine thanks to technology, it's good to review and refresh practices on a regular basis. Just as performing regular maintenance on a piece of equipment keeps it running smoothly, having regular employee training, evaluating compliance management processes and establishing widely understood methods and dates for collection of compliance documents across all project teams will help ensure compliance stays top of mind.

Visit us at [Viewpoint.com](https://viewpoint.com), call **800.333.3197**, or email productinfo@viewpoint.com to learn more or see an informative demo.



*Viewpoint
provides
dedicated
compliance
management
solutions
to ensure
projects are
protected and
productive.*



ABOUT VIEWPOINT

Viewpoint is the leading global provider of integrated software solutions for the construction industry. Viewpoint software enables customers to integrate operations across the office, team and field to improve project profitability, enhance productivity, manage risk, and effectively collaborate across a broad ecosystem that includes owners, general contractors, sub-contractors, project managers, architects, engineers and more. Viewpoint is driving innovations that are transforming the construction industry by fully integrating operations across financial and HR systems, project management tools and mobile field solutions. Viewpoint's nearly 8,000 clients are located across the globe in more than 28 countries. These customers include 46 percent of the ENR 400, and 34 percent of the ENR 600. For more information, please visit VIEWPOINT.com.

© 2018 Viewpoint, Inc. All rights reserved. Viewpoint®, Viewpoint Construction Software®, Vista™ by Viewpoint, ProContractor™ by Viewpoint, Viewpoint For Content Management™, Viewpoint For Mobile™, Viewpoint For Projects™, Viewpoint For Field View™, Viewpoint For Estimating™, and Jobpac by Viewpoint are trademarks or registered trademarks of Viewpoint, Inc., in the United States and/or other countries. Other names and brands may be claimed as the property of others.



VIEWPOINT®

VIEWPOINT.com | 800.333.3197