



## EGAN SAFETY SOLUTIONS

14 Lee Park, Sitecast Industrial Estate, Pouladuff, Cork. Tel:021-4966560 Fax:021-4966576

Egan Safety Solutions has recently added project management to its list of services. As with all our services our approach is to work with our clients to find the best solution for their project needs. We recognize that clients have varying levels of in-house resources and skills which will be supplemented by external service providers. Our approach is focussed on properly identifying the external service requirements and structuring a project plan that delivers the most cost-effective project solution.

While different projects will have different levels of complexity we work on creating key baseline documents as a means of delivering project success. The key baseline documents are;

- Scope – User Requirement Specification (URS) - Defines project requirements for all the project stakeholders (Operations, Quality, Environmental Health & Safety, Engineering, Maintenance etc.)
- Schedule – High Level Baseline Schedule - Identifies the key project milestones and phase durations (Scope Definition, Design, Construction, Commissioning, Qualification, Handover)
- Execution – Project Execution Document – Identifies all parties (In-house and external) and their inter-relationships by means of a clear organization chart. Defines strategy for each service provider (Project Managers, Designers, Project Supervisors, Construction Contractors, Specialist Contractors etc.). Defines method for monitoring and control of project metrics (safety, cost, schedule, quality). Defines strategy for design, procurement, construction, commissioning, validation, start-up and hand-over.

These three documents in combination with a base-line Cost Estimate can be tailored for use in a funding approval purposes and can be used as the foundation for project success. For projects with multiple in-house stakeholders the agreed URS linked to a baseline cost estimate and baseline schedule is a means for the in-house project manager to demonstrate the real effects of scope change and to manage expectations in the event of change. The approach is designed to deliver visibility and certainty on cost and schedule throughout the project lifecycle.

Once baseline documents are established our services focus on ensuring delivery of services. We do this by preparing Request for Quotation Documents (RFQ) that are comprehensive and based on deliverables. Depending on the project model, RFQ documents may be required for a number of services to supplement in-house capabilities. In the case where there are a number of parties involved, (e.g. civil/structural designers, process/mechanical designers, control system designers, in-house commissioning & qualification team) each RFQ will give clarity on the roles, responsibilities and relationships within the project team. We believe that definition of scope and deliverables within the RFQ will ultimately lead to best value for money. A typical design services RFQ would include;

- Project Scope
- Project Management Arrangements
- Arrangements with other Parties in the Project Team
- Project Supervisor Design Process Arrangements
- Detailed List of Deliverables
- Milestone Schedule and Deliverables Release Schedule
- Reporting Requirements (Progress, Quality, Cost and Earned Value Methodology if project requires)



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- Competency Assessment
- Commercial

Where in-house functions or departments are involved the scope and deliverables are defined in an in-house services description such that adequate and appropriate resources are released to support the project.

We work closely with the client's commercial team when framing the commercial section such that the key elements of a successful proposal can be integrated with contractual documents. We do not prepare project cost estimates but can assist in the process if required.

While we specialise in front end strategy and planning, we also act as project managers for clients for small / medium sized projects whereby we fulfil the following functions;

### Design Stage:

- Co-ordination of Design Teams
- Monitoring and Reporting of Design Team Progress & Performance
- Management of Change
- Monitoring of Completeness and Quality of Deliverables
- Assessment of Design to ensure Value Engineering
- Assessment and Mitigation of Risks to Project Cost & Schedule

### Construction Stage:

- Co-ordination of the Design / Construction Interface
- Monitoring & Reporting of Construction Progress and Performance Management of the Request for Information (RFI) process
- Management of Change (Cost & Design Intent)
- Assessment and Mitigation of Project Risks
- Co-ordination of Handover

Lastly, we are also offering an integrated project and safety management service. This service incorporates the project management services outlined above with our core construction safety services and includes;

- Front End Strategy & Planning
- Preparation of RFQ documents for project services
- Acting as PSDP for the Project Lifecycle
- Competence assessment of designers, contractors and the PSCS
- Liaison with the Health and Safety Authority through design and construction.
- Co-ordination of design and designers.
- Monitoring, Management and Reporting of key project metrics (Cost, Schedule, Scope, Quality)



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- Acting as PSCS or Health & Safety Co-ordinator for Construction on behalf of the Clients if the Project Requires.
- Ongoing monitoring of external PSCS if the project requires.
- Safety File Compilation and Handover

The Project Management Division at ESS is managed by Peter Costelloe BE MIEI AMIOSH.

Peter joined ESS in 2007 following 15 years in process and project engineering roles in the pharmaceutical and engineering services industries with Pfizer, Schering Plough, Novartis and Fluor. Peter is member of the Project Management Institute and is experienced in the application of project management best practice at all stages of the project lifecycle.