Forms Apps

CONST VIZ

Construction Forms for
Any Device

Select from an expansive library of mobile-responsive construction management forms with both online and offline capabilities that will work on any modern browser. Each Construction Viz Form App comes pre-configured with permission controls, activity notifications, dashboards, configurable data analysis views, approval workflows, and email routing. You can attach documents, images, and videos to any form, or further customize them by adding geospatial data, timestamped comments, P6 scheduling, revision management, and other configurable components. All of our apps can be deployed into your on-premise SharePoint or Office 365.

Action Items

An Action Item (AI) captures individual task assignments for the entire project team. The Action Item App is integrated with the Meeting Minutes App for quick and easy capture of action items identified during meetings.

Contract Change Directive

The Construction Viz CCD form enables the owner, construction manager, and general contractor to direct a change to the contractor regarding scope, schedule, and budget on the project. The form leverages current commitment information to quickly add change request lines without impacting the PO or create new change requests lines within the CCD.

Change Order Request

A Change Order Request (COR) is initiated by the contractor when a change is identified to the project contract, scope, schedule, and/or budget. The contractor can leverage current commitment information to quickly add change request lines without impacting the PO, or can create new change requests lines within the COR.

Daily Report

A Daily Report is a daily record of field activity on a job site, including tailgate notes, weather and site conditions, crew and on-site equipment information, progress and delays, and more. The Daily Inspection App includes a customizable component which allows you add project and discipline-specific questions for field personnel to address within the form.

Document Binder

A Document Binder captures related project documents that are available for the project team's reference but may not require formal communication through forms like a Submittal, or Transmittal. The Document Binder App is a great way for teams to share current project specifications, drawings, plans, and more for quick access in one central location.

Invoice

The Construction Viz Invoice form captures vendor invoice data and attachments for review and approval by your team.

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Meeting Minutes

Meeting Minutes (MM) captures meeting details, including the agenda, minutes for each topic, attendee list, and any action items. The app is integrated with the AI app so users can easily generate and link one or more action items from within the MM form.

NCR/NCN

A Non-Conformance Report (NCR), or Non-Compliance Notice (NCN) is a formal communication from the owner to the contractor of a failure to meet quality standards, or non-compliance with the contract and subcontractor agreement. The NCR/NCN App captures the contractor's corrective action necessary to resolve the issue. The NCR/NCN App is integrated with the Inspection Form Apps.

Notice

A notice is a formal communication issued by the owner to the contractor providing advisement or formal direction regarding a project matter. This can include preliminary notices, proceed or stop with work, change directives, safety notices, and more.

Pay App Suite: Change Order

A Commitment form is one of three forms in the Pay App Suite. A Commitment is the original commitment between owner and contractor documenting the agreed upon cost to complete the work. Commitments are assigned to each task at a line item detail level by Work Breakdown Structure (WBS) for the project.

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Pay App Suite: Pay Application

A Pay Application form is one of three forms in the Pay App Suite. A Pay App is submitted by the contractor to request payment for work completed during a specific time period. The Pay App form leverages original commitment values and approved Change Orders so you can effectively keep track of project cost, balance to finish, material received and installed to date, retention, and work completed.

Punch List Items

A Punch List is a list of items that are required to be addressed before a scope of work can be considered complete. The Punch List App is integrated with the Substantial Completion App so associated punch list items can be quickly created and monitored directly within a Substantial Completion form.

Quality Assurance Inspection

A Quality Assurance (QA) Inspection is used to document and compare in-progress, and completed work against specified contractual requirements. QA can help mitigate non-conformity before the work is turned over. The QA Inspection App includes a customizable component which allows you to add project and discipline-specific QA items to the form.

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Request for Information

A Request for Information (RFI) is a record that is sent between parties to document and resolve any gaps, conflicts, or subtle ambiguities on a project in an effort to eliminate the need for costly corrections down the road.

Request for Proposal

A Request for Proposal (RFP) is used during the bidding process to formally request a proposal from contractors detailing how they will execute a specific scope of work, and how much it will cost to complete. Using the RFP App you can quickly compare contractor bids to understand the risks involved, assess the value being provided, and feel confident in your final selection.

Risk

The Risk App is used to document and assess both risk and opportunities on a project as well as their mitigation measures. A Risk could impact scope, schedule, or budget in a negative way. An Opportunity has the opposite effect. The Risk App has a built-in risk assessment tool which categorizes a Risk by probability and impact.

Safety Incident

The Safety Incident form captures details associated with safety incidents and injuries, near misses, property and equipment damage, and health and safety issues when they occur on the project. A Safety Incident can be competed in the field on any device with a modern browser.

Safety Inspection

The Safety Inspection form is used to document and assess the safety of current construction activities on a project. Regular safety inspections help mitigate incidents, and help you identify areas for improvement. The Safety Inspection App integrates with the NCR/NCN form so you are able to quickly capture safety non-compliance issues identified during an inspection directly within a form.

Service Request

A Service Request is used by the owner to request new work associated with a project or program. The request provides a rough scope and need date for work to be completed by facilities/maintenance groups. The Service Request App is integrated with the Work Order App and allows for one or many associated work orders to be created directly within a form.

Submittals

A Submittal captures the contractors project deliverables required per the project's RFP, PSA, subcontract, supporting documents, or Specifications. The Submittals App includes revision functionality so submittal history, including details, documents, and reviews, is maintained and easily accessible by the project team.

Substantial Completion

A Substantial Completion form documents turnover of project scope as well as any outstanding punch list items. The Substantial Completion App is integrated with the Punch List App so items that still require completing or correcting can be quickly created within the Substantial Completion form, and tracked by individually within the Punch List App.

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Transmittals

A Transmittal form is a formal correspondence between parties. Transmittals are used to share project information with other project team members. The communication of important project information and documents should be communicated via Transmittals in replace of standard emails, so it is officially recorded, tracked, and acknowledged by project personnel.

Work Order

A Work Order form captures a very specific scope of work, estimated cost, and anticipated schedule based on the service requested. A project can be made up of one or more work orders, which can then be assigned to different parties. The Work Order App is integrated with the Service Request App, but can also be used as a standalone application.

Enterprise Forms Apps

Risk

The Risk form apps enable documenting and assessing risk, opportunities, and mitigation measures on a project. A risk could negatively impact scope, schedule, or budget, while an opportunity has the opposite effect. The Risk apps have a built-in risk assessment tool that categorizes a risk by probability and impact. The Enterprise Risk form allows the administrator to customize the risk assessment probability and impact by the project within the same site and includes additional reporting capabilities.

Submittals

A Submittal captures the contractor's project deliverables required per the project's RFP, PSA, subcontract, supporting documents, or specifications. The Submittal apps include revision functionality to maintain submittal history, including details, documents, and reviews, making this information readily accessible by the project team. The Enterprise Submittal app includes a submittal register that captures all contractual submittal requirements and ensures that contractors can only provide submittals that align with them, reducing data entry and errors while ensuring submittals are organized correctly per contract requirements.