



Local Operational Research Assistance (OPERA) Program

Project Management with BrightWork

What was the need?

Carver County Public Works uses Microsoft Project® to manage construction project schedules, but only for large projects. MS Project requires training and is cumbersome for smaller projects. Staff were looking for a project management software scalable to a project's size and scope. Further, they wanted an alternative to their traditional electronic file folder system on a shared network, because the system does not roll up reports from multiple projects efficiently.

What was tested?

Carver County Public Works purchased, installed, and tested BrightWork, a project management add-on for Microsoft SharePoint. Also, staff implemented an ArcGIS online map that displays all construction projects and includes a link to each respective BrightWork project.

How was it done?

Considerable internal time with Public Works and IT staff was needed to install, set up, and customize BrightWork to meet the needs of highway construction workflows. Time was also needed with IT staff to troubleshoot integration, specifically with the county's GIS data.

Public Works staff created templates that will be used within the project schedules and documents. They further tested the system to determine needs for further refinement.

What were the results?

BrightWork was able to satisfy all the evaluation criteria (see box). The ease of standardizing templates and finding and working on project-related documents was shown to be a great tool.

Project Leader

Darin Mielke

Agency

Carver County Public Works
11360 Highway 12, Suite 1
Cologne, MN 55322

Phone

952-466-5200

OPERA Funding

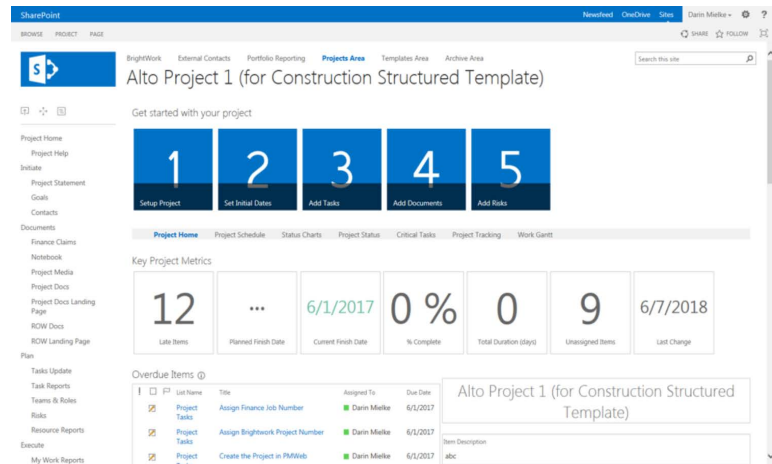
\$20,000

Evaluation criteria:

- User acceptance
- Ease of use for staff
- Ability to integrate with GIS
- Ability to manage all of our construction projects
- Ability to provide roll-up reporting for management
- Ability to store and easily find/retrieve all project documents and correspondence

BrightWork was able to integrate with the county's GIS data, as GIS staff developed what they called a Project Registry map app. Instead of searching through a file folder structure to find a project folder, a user will go to an interactive ArcGIS online map, choose the project within the map app, and then click on a link to go directly to the project site.

Further, outside the scope of this study, Carver County installed Harmon.ie—an add-on for Sharepoint and Outlook—that allows users to save emails directly from Outlook to the BrightWork project document library.



BrightWork project site landing page

What's next?

The county plans to migrate all of its future projects to BrightWork. The ability to track assigned tasks and schedules and to provide reports to management is a key feature that the county plans to utilize going forward.

What should other agencies consider?

If an agency is planning to implement BrightWork on-premise, Carver County Public Works encourages engaging with IT staff to determine the necessary hardware and software requirements. For small agencies, staff recommend the hosted BrightWork solution. While the hosted solution requires a monthly fee, it will likely be less costly for a small agency with 10 or less users.

Prepared by:

Minnesota Local Technical Assistance Program
Center for Transportation Studies
University of Minnesota
200 Transportation and Safety Building
511 Washington Avenue S.E.
Minneapolis, MN 55455-0375
Phone: 612-626-1077
Email: mltap@umn.edu
Web: mltap.umn.edu

The Local OPERA Program encourages maintenance employees from cities and counties to get involved in operational, “hands-on” research. OPERA helps to develop innovations in the construction and maintenance operations of local government transportation organizations and share those ideas statewide.

[Learn more: mltap.umn.edu/opera](http://mltap.umn.edu/opera)

Local OPERA Program partners: Minnesota Local Road Research Board (LRRB), Minnesota Department of Transportation (MnDOT), and Minnesota Local Technical Assistance Program (LTAP) at the Center for Transportation Studies, University of Minnesota.

Any product mentioned within should not be considered a product endorsement. • Aug. 2018

The University of Minnesota is an equal opportunity educator and employer. This publication is available in alternative formats upon request.