Logistics Planning Checklist for Modular Construction Projects

CSA Z250:21, Process for delivery of volumetric modular buildings

Addressing the logistical considerations of modular construction projects requires thorough planning, collaboration between invested parties, and adherence to safety and regulatory guidelines. Proper management and planning can significantly contribute to the overall success, efficiency, and cost-effectiveness of modular construction projects.

Actions may include, but are not limited to, the Tasks in this Checklist. This non-exhaustive Checklist is meant to serve as a supplementary tool only and should not be used as substitution for adherence to applicable standards, codes, laws, and jurisdictional requirements. CSA Group always strives to provide up to date and accurate information. However, no representation or warranty, expressed or implied, is made that this information meets your specific needs and any reliance on this information is at your own risk.

Customize this checklist to meet the needs of your modular construction projects.

## **Pre-bid/Pre-construction**

| **Completed** | **Task**  |
| --- | --- |
|[ ]  Identify the type and size of modules to be transported. Create a module load list (quantity and sizes) based on the optimal proposed design. |
|[ ]  Provide details to the transportation company for a quotation:  |
|  | Project location Tentative scheduling | Module load listSite photos  | Site plan |
|[ ]  The transportation company has made a site visit to confirm conditions. |
|[ ]  Confirm receipt of quotation from transportation company.  |
|[ ]  Address any action required for special conditions that have been noted in the received quotation, if applicable.  |

## Post-award

|  | **Task**  |
| --- | --- |
|[ ]  Confirm pre-bid information and quotation is valid. If not, revise as required. |

## Module Preparation

| **Completed** | **Task**  |
| --- | --- |
|[ ]  Ensure that modules are properly braced and secured for transportation. |
|[ ]  Label modules with identification and handling instructions. |
|[ ]  Verify the weight and dimensions of each module for transport planning. |

## On-site Preparation

| **Completed** | **Task**  |
| --- | --- |
|[ ]  Confirm the construction site’s readiness to receive and install the modules. |
|[ ]  Check the availability of appropriate cranes or lifting equipment for unloading and placement. |

## Just-in-Time Delivery (if applicable)

| **Completed** | **Task**  |
| --- | --- |
|[ ]  Coordinate delivery schedules with the on-site construction timeline. |
|[ ]  Confirm that the modules are delivered in the correct sequence for efficient on-site assembly. |

Remember to consider the following general planning activities in all phases of construction:

## Safety and Handling

| **Completed** | **Task**  |
| --- | --- |
|[ ]  Train personnel in safe module handling, loading, and unloading procedures. |
|[ ]  Conduct pre-trip inspections of transport vehicles and secure the modules properly. |

## Communication and Coordination

| **Completed** | **Task**  |
| --- | --- |
|[ ]  Establish clear communication channels between the manufacturing facility, transporters, and the construction team. |
|[ ]  Appoint a logistics coordinator to oversee the transportation process and address any issues. |

## Environmental Considerations

| **Completed** | **Task**  |
| --- | --- |
|[ ]  Implement sustainable transportation practices to reduce environmental impact. |
|[ ]  Explore eco-friendly transport options or route optimization to minimize emissions. |

## Risk Management

| **Completed** | **Task**  |
| --- | --- |
|[ ]  Identify potential transportation risks and develop contingency plans. |
|[ ]  Consider backup transportation options in case of unforeseen disruptions. |

## Documentation and Records

| **Completed** | **Task**  |
| --- | --- |
|[ ]  Maintain a comprehensive record of module specifications, transportation permits, and schedules. |