

PROJECT DELIVERY & PROJECT MANAGEMENT SERVICES



ENGINEERING | PROCESS IMPROVEMENT | AI & AUTOMATION | DATA & DOCUMENT CONTROL

Smarter Processes. Better Information. Stronger Project Delivery.

CORPORATE OVERVIEW

ARCLINE provides business process improvement, project delivery, document management, data analytics, AI-enabled workflow solutions, and project management services for engineering, infrastructure, and construction programs.

Our approach combines project-delivery knowledge with practical technology implementation to improve accountability, accelerate reviews and decisions, reduce administrative effort, and strengthen control of project information.

Services can be delivered as owner support, project-based consulting, embedded project controls/document control, or staff augmentation.

CERTIFICATIONS

✓ **WOSB**
Women- Owned Small Business
(SBA)



✓ **DBE**
Disadvantages Business Enterprise
(DC,VA, WMATA)



✓ **SWAM**
Small, Women, and Minority Owned
(Virginia SBSD)



CORE CAPABILITIES

BUSINESS PROCESS IMPROVEMENT

- Assess existing workflows to identify bottlenecks, duplication, handoff gaps, and opportunities for automation.
- Develop future-state processes, roles, procedures, templates, checklists, and governance frameworks.
- Improve design review, approval, coordination, reporting, and project-control workflows.
- Translate business needs into practical digital workflows that improve accountability and turnaround time.

AI & AUTOMATION TOOLS

- Develop practical AI-assisted tools for engineering and project-delivery workflows.
- Automate document search, information extraction, categorization, tracking, summarization, and reporting.
- Support AI-assisted review of drawings, specifications, RFIs, submittals, comments, and project records.
- Create knowledge-management tools for faster access to standards, procedures, lessons learned, and historical project information.

POWER BI & PROJECT ANALYTICS

- Develop executive and project-level Power BI dashboards and automated reporting.
- Track schedule, cost, risk, change, design, procurement, construction, and delivery KPIs.
- Create RFI, submittal, design-review, document-control, and comment-resolution dashboards.
- Integrate multiple project data sources to provide a centralized, decision-ready view of performance.

DOCUMENT MANAGEMENT & CONTROL

- Support ProjectWise, Bluebeam Studio, SharePoint, and Procore project environments, workflows, and governance.
- Drawing and specification control; revision, version, status, transmittal, and distribution management.
- Bluebeam Studio Sessions for collaborative drawing/PDF reviews; RFI and submittal management, design-review routing, comment tracking, response consolidation, and resolution.
- Change-management records, field documents, inspection records, photos, reports, and closeout documentation.
- Establish naming conventions, metadata, filing structures, permissions, audit trails, and project-specific document-control procedures.

PROJECT MANAGEMENT SERVICES

- Project/program management and owner-representative support.
- Design management, multidisciplinary coordination, and stakeholder/agency coordination.
- Scope, schedule, budget, risk, issue, decision, action-item, and change management.
- Procurement support, consultant/contractor coordination, progress monitoring, and management reporting.
- Project controls, executive dashboards, governance, and project-delivery process development.