

Project Management Initiative



Community Development Agency Development Services Transportation

Prepared for the
Board of Supervisors
January 6, 2015

Purpose of Today's Discussion



Update the Board

- Recap of January 2014
- Demonstration
- Accomplishments Since 2014
- Discuss Next Steps

Project Management

Project¹ a temporary group activity designed to produce a unique product, service or result....A project is **temporary** in that it has a defined beginning and end in time, and therefore defined scope and resources (examples: implementation of FENIX, or the planning, design, and construction of a building or bridge)

Project management¹ is the application of knowledge, skills and techniques to execute projects effectively and efficiently. It's a strategic competency for organizations, enabling them to tie project results to business goals.

¹ Source: Project Management Institute website

Benefits

Projects On Time and On Budget

- Reduce Project Delivery Time
- Capture Historical Data to Improve Efficiencies and Reduce Cost
- Prioritize Projects

Improve Management Oversight

- Staffing vs. Consultant
- Real Time Project Information
- Budgeting & Scheduling

Deliver Better Customer Service

- Information Access
- Transparency

MS Project 2010



The tool that helps us achieve our project management goals.

We're almost done implementing

Project Management Initiative



Demonstration (CIP)

Project Web App Home Page

The screenshot shows the Project Web App Home page. At the top, there is a navigation bar with 'Site Actions - Browse' and the user name 'Jennifer Rimoldi'. Below this is a breadcrumb trail: 'Project Web App > Home'. A search bar is located on the right side of the page with the placeholder text 'Search this site...'. The main content area is titled 'Reminders' and lists several categories with their respective counts and status:

- Tasks:** You have 156 new tasks assigned to you.
- Timesheets:** You have no late timesheets from your resources. You have no unsubmitted timesheets.
- Approvals:** You have no task updates from resources pending your approval. You have no timesheets from resources pending your approval. You have no administrative time-off requests from resources pending your approval.
- Status Reports:** You have no overdue status reports.
- Issues and Risks:** You have no active risks assigned to you. You have no active issues assigned to you.

A left-hand navigation menu includes sections for 'PWA Home', 'Projects', 'My Work', 'Resources', 'Strategy', 'Business Intelligence', 'Settings', and 'Manage'. At the bottom of the page, there is a copyright notice: '© 2010 Microsoft Corporation. All rights reserved.'



Home - Project Web App.url

Project Center Page

Project Name	Start	Finish	Work	Duration	Cost	Owner	Last Updated
53124 HOV 0	10/3/2011	12/8/2010	30,613.52h	1,296d	\$2,504,572.05	Paul Hom	1/15/2014
00109 Bass Lake Road Culvert	11/20/2012	11/24/2014	1,215.91h	503d	\$259,200.10	Monika Pedigo	9/27/2013
71328 Silva Valley Pkwy Interchange	11/20/2012	5/0/2022	43,530.15h	3,363.69d	\$13,091,393.61	Adam Bana	10/15/2013
71333 Springfield Rd Interchange	4/8/2013	8/6/2015	707h	55d 5h	\$57,745.78	Paul Hom	5/29/2013
71340 Missouri Flat Interchange - Phase 1C	11/20/2012	10/2/2019	1,337.47h	1,715.01d	\$1,744,003.51	Monika Pedigo	10/10/2013
71358 Francis Rt Turn Padcat	6/2/2012	12/23/2015	2,240.47h	646d	\$766,084.47	Jennifer Rimeldi	10/23/2013
71350 Missouri Flat Interchange - Phase 1B2 Bike Path	11/20/2012	7/7/2016	2,262.34h	666d	\$3,513,011.01	Monika Pedigo	10/1/2013
74187 Ice House Road Rehabilitation	10/31/2013	8/20/2015	532h	450d	\$58,410.40	Valerie Akana	10/21/2013
72304 and 72305 Northside School Class I Bike Path	11/20/2012	12/3/2020	4,031.02h	2,007.10	\$4,158,616.71	Chanara Shimire	10/9/2013
72307 Cameron Park Bike Lane	3/15/2013	3/3/2020	423.8h	1,740d	\$148,201.75	Thor Larsen	10/1/2013
72308 Green Valley Bike Lane	4/1/2013	12/30/2015	1,431.82h	626d	\$773,614.17	Thor Larsen	10/1/2013
72324 Diamond Springs Parkway Phase 2	9/2/2013	7/14/2027	11,314.35h	3,479.82d	\$3,489,287.88	Lance Gilbert	10/29/2013
72304 Diamond Springs Pkwy - Underground Utility District (With Phase 1A)	3/18/2013	12/17/2013	1,895.08h	194.25d	\$230,000.53	Paul Hom	7/22/2013
72366 Hollow Oak Drainage	11/20/2012	6/19/2020	1,181.76h	1,893.1d	\$625,297.35	Dustin Harrington	10/2/2013
72374 Diamond Springs Parkway - Phase 1A	1/20/2013	6/26/2022	35,530.17h	3,160.12d	\$4,743,100.67	Paul Hom	10/29/2013
73120 Apache Ave-US50 Operational Study Planning	7/1/2010	9/2/2014	1,855h	1,043.35d	\$472,175.86	Donaluo Falarcan	3/25/2013
73101 Green Valley Interconnect	10/19/2012	10/30/2015	1,100.2h	750d	\$308,954.72	Thor Larsen	10/2/2013
73320 Pleasant Valley Patterson	1/1/2007	6/30/2031	16,148.05h	3,611d	\$1,708,510.13	Valerie Akana	10/2/2013
73308 Pleasant Valley - Oak Hill	11/20/2012	4/27/2015	1,148.27h	505.99d	\$1,175,535.33	Mason Seed	1/2/2014
73358 Lathrop	11/7/2012	4/6/2020	28,492.35h	1,849d	\$2,101,033.12	Mason Seed	7/30/2013
73360 Cold Springs Road at Mt Sheate Ln	2/4/2011	4/31/2016	4,318.02h	1,231.4d	\$1,672,387.48	Mason Seed	1/2/2014
73367 Selmon Falls Rd Realignment	1/1/2012	6/1/2021	2,381.25h	2,353.5d	\$1,305,714.34	Mason Seed	1/2/2014



Project Center - Project Web App.url

Project Schedule View

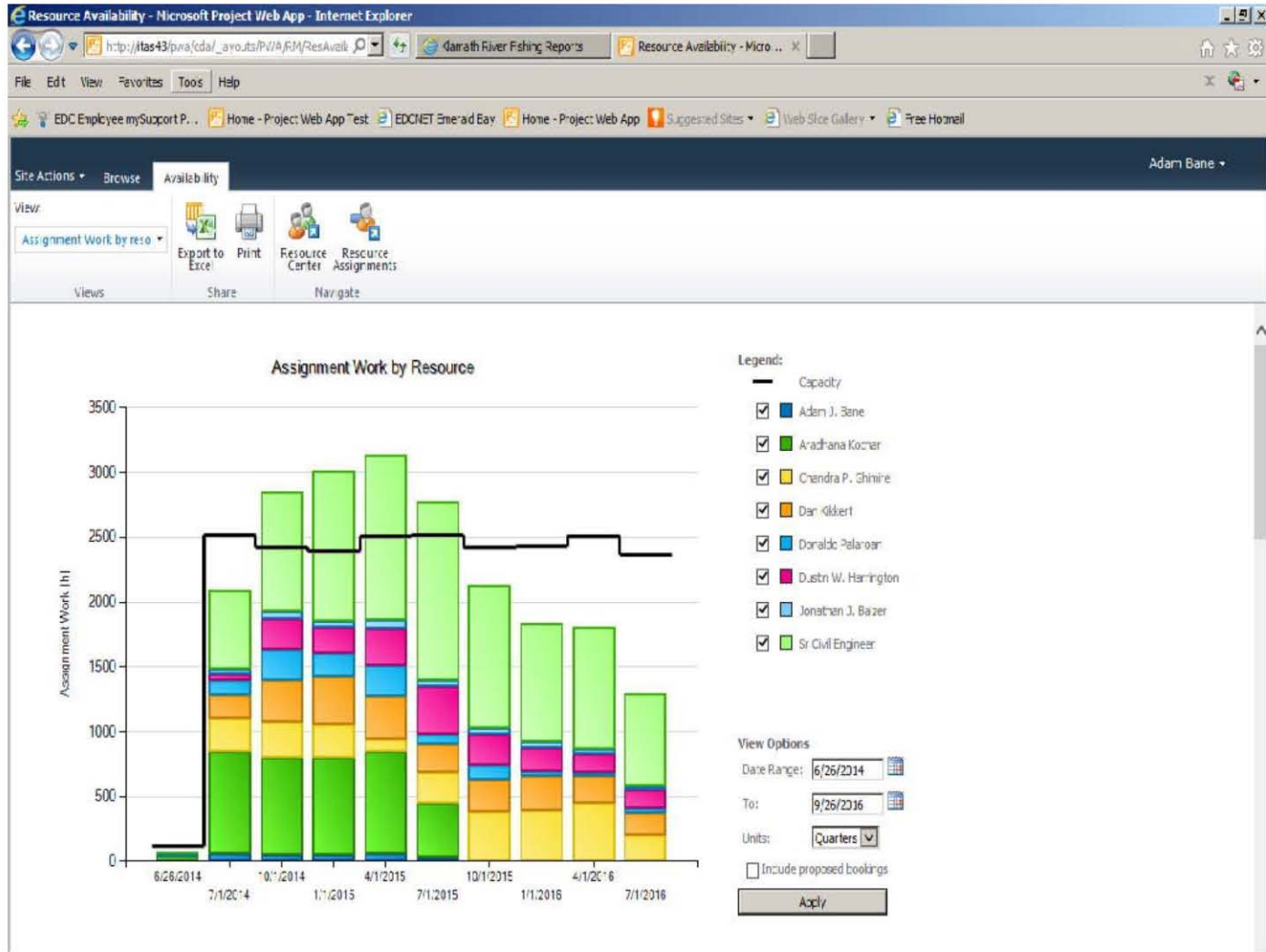
Gantt Chart

ID	Task Name	Duration	Start	Finish	Cost
0	72375 Diamond Springs Parkway - Phase 1A	2,399.12d	11/20/2012	6/29/2022	\$4,753,392.00
1	Diamond Springs Parkway (SLPP, MC&FP, TIM Funding)	2,399.12d	11/20/2012	6/29/2022	\$4,753,392.00
2	Project Initiation	140d	11/20/2012	6/13/2013	\$0.00
7	PLANNING PHASE	660d	11/20/2012	7/14/2015	\$150,206.20
234	DESIGN PHASE	442.33d	6/24/2013	4/2/2015	\$433,352.06
343	RW & UTILITIES PHASE	753.1d	11/20/2012	11/25/2015	\$217,871.00
479	ADVERTISE & AWARD PHASE	307.9d	3/2/2015	5/19/2016	\$29,248.98
540	CONSTRUCTION PHASE	134.09d	9/4/2015	3/23/2016	\$3,864,573.00
551	POST-CONSTRUCTION PHASE	1,822d	3/18/2015	6/29/2022	\$58,141.34
587	PROJECT COMPLETE	0d	6/25/2021	6/25/2021	\$0.00



Project Detail Pages - Schedule.url

Resource Availability



Thursday, Dec 11, 2014 02:34 PM

Budget vs. Actual Report

CIP Actual Expenses vs. Scheduled

Project: 71346

Labor Posted: 07/01/2012 - 08/28/2013 (100% of Year)

Missouri Flat Interchange Phase 1C - Riparian Restoration

DRAFT

<u>CIP Activity</u>	<u>Employee</u>	<u>Actual Hours</u>	<u>Planned Hours</u>	<u>Actual Cost</u>	<u>Planned Cost</u>
<i>71346 Totals by Activity</i>					
Planning	2.1 Planning Phase (Inactive for Charging)				
	2.2.1 PI01 \$ Project Start	0.00	23.00	\$0	\$2,941
		0.00	23.00	\$0	\$2,941
	Bal:		23.00	Bal:	\$2,941
Design	3.1 Design Phase (Active for Charging)				
	3.1.1 DPO01 Design Oversight	89.00	50.31	\$11,818	\$7,346
	3.1.2 DPO02 Design Contracts, Co-ops, & Agreements	15.75	0.00	\$1,893	\$0
	3.2.4 DPS04 Utility Coordination - "B" Letter	0.25	0.00	\$31	\$0
	3.2.5 DPS05 Environmental Permits	2.00	0.00	\$250	\$0
	3.3.2 PFPS02 95% Specs & Estimate	2.00	0.00	\$250	\$0
	3.3.3 PFPS03 95% PS&E Review	19.75	0.00	\$2,471	\$0
	3.3.4 PFPS04 Utility Coordination - "C" Letter	1.00	0.00	\$125	\$0
	3.4.2 FPS02 \$ 100% Specs & Estimate	0.00	22.00	\$0	\$2,850
	3.4.3 FPS03 \$ 100% PS&E Review	0.00	89.00	\$0	\$11,930
		129.75	161.31	\$16,840	\$22,126
	Bal:	31.56	Bal:	\$5,286	
RW & Utilities	4.1 RW & Utilities Phase (Active for Charging)				
	4.1.1 RUPO01 RW & Utilities Oversight	3.50	11.06	\$410	\$1,313
	4.1.2 RUPO02 RW Contracts, Co-ops, & Agreements	0.25	0.00	\$30	\$0
	4.2.1 RW01 \$ RW Authorization	0.00	13.00	\$0	\$1,536
	4.2.3 RW03 \$ RW Appraisals-update for TCE	0.00	16.00	\$0	\$1,779
	4.2.4 RW04 \$ RW Acquisition- MoFlat1c TCE north of bridge off of H	0.00	38.00	\$0	\$4,225
	4.3.1 U01 \$ Utility Company Contracts/ Letters of Concurrence	0.00	6.50	\$0	\$831
	4.4.1 RWC01 \$ RW Certification	0.00	10.50	\$0	\$1,175
	4.4.2 RWC02 \$ Escrow Procedures	0.00	17.93	\$0	\$1,993
		3.75	112.99	\$440	\$12,852
	Bal:	109.24	Bal:	\$12,412	

Project Management Initiative



Demonstration (Land Use)



Project Detail Pages 1



Project Detail Pages 2

January 2014 Next Steps

1. Load and test Land Development projects - Complete
2. Input all CIP projects - Complete
3. Project Management training – On Going (22 Staff Formal Training)
4. Internet-accessible reports for:
 - Staff – Milestone Reports / Budget vs. Actual
 - Management – Project Center – All projects - one location
 - Board - Dashboard
 - Public – Dashboard, Links to CIP and Contacts
5. Project Management System Integrated With Other Systems
FENIX – Will begin after implementation
 - Project Budget
 - Timecards/Payroll
 - Other systems

January 2015 Next Steps

1. Make Dashboard Available to Board
2. Continue Management and Staff Training
3. Initiate Board Training
4. Refine Internal Reports
5. Create Management Reports
6. Create Public Information Reports/Site
7. Project Management System Integrated With Other Systems
FENIX
 - Project Budget
 - Timecards/Payroll
 - Other systems
8. Continue to Change our Culture and Make it a Habit

Project Management Initiative



Questions