Project Management Initiative

Community Development Agency

Admin/Finance • Development Services • Environmental Management
Transportation • Long Range Planning

Prepared for the
Board of Supervisors
January 27, 2014

Purpose of Today's Discussion

Update the Board

- Background
- Benefits
- Demonstration

Discuss Next Steps

Answer Questions

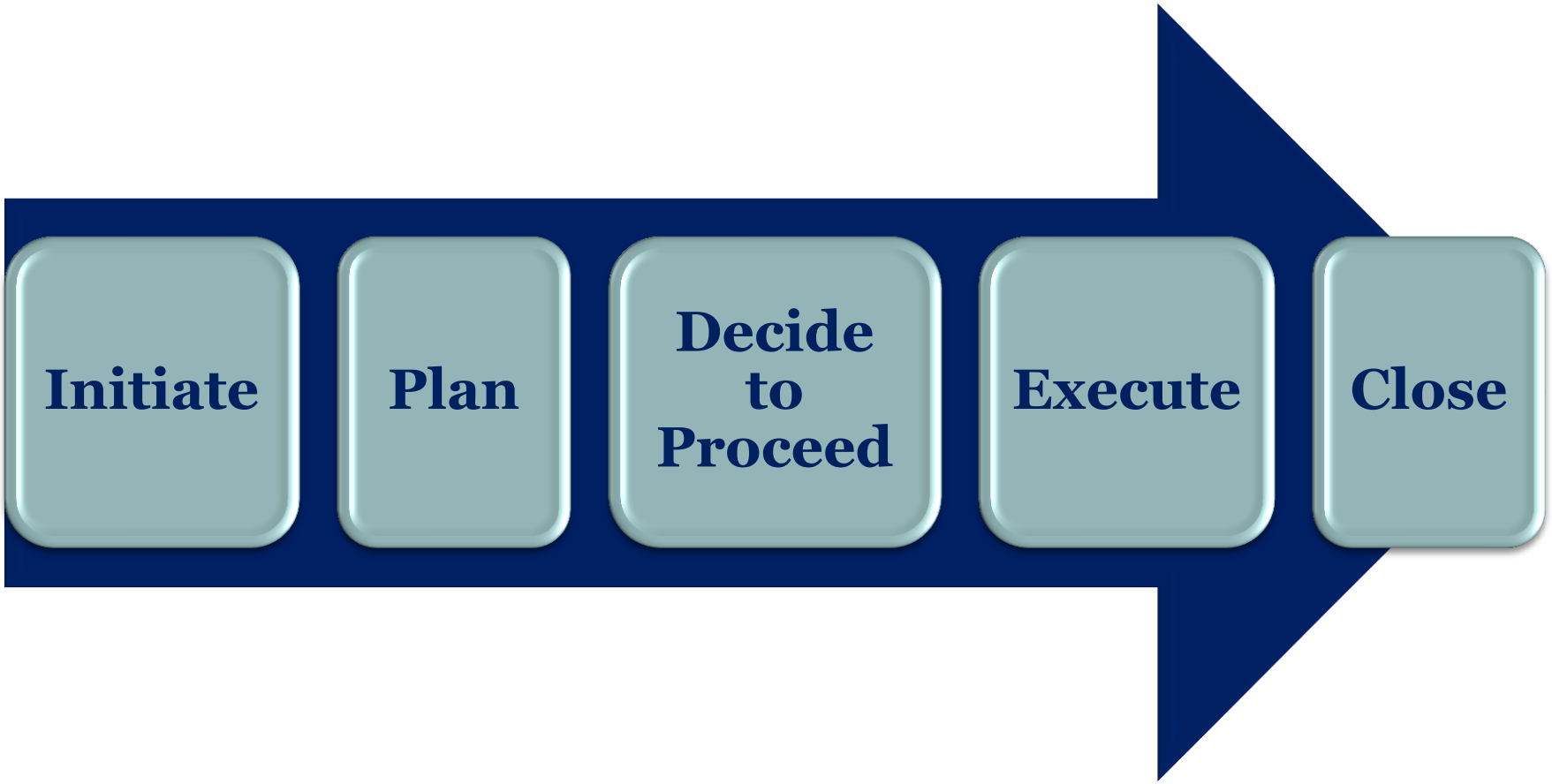
Project Management

Project[1] 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 management[1] 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

Project Lifecycle



Tahoe

Tahoe initiates Project Management 2003 - 2005

Established an Accepted Project Delivery Process For Environmental Improvement Projects

Results

- Standardized Project Delivery Process
- Meet Funding Agencies Requirements
- Maximize use of internal and external resources
- Better at forecasting budgetary needs
- Increased efficiencies in delivering multiple Projects
- Adapted to the shortened Tahoe construction season

Rollout to CDA

Differences from Tahoe

Capital Improvement Projects (CIP)

- Increased complexity
- Higher costs
- Larger number of projects

Development Projects

- Specific Plans
- Tentative Maps
- Other discretionary development projects

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

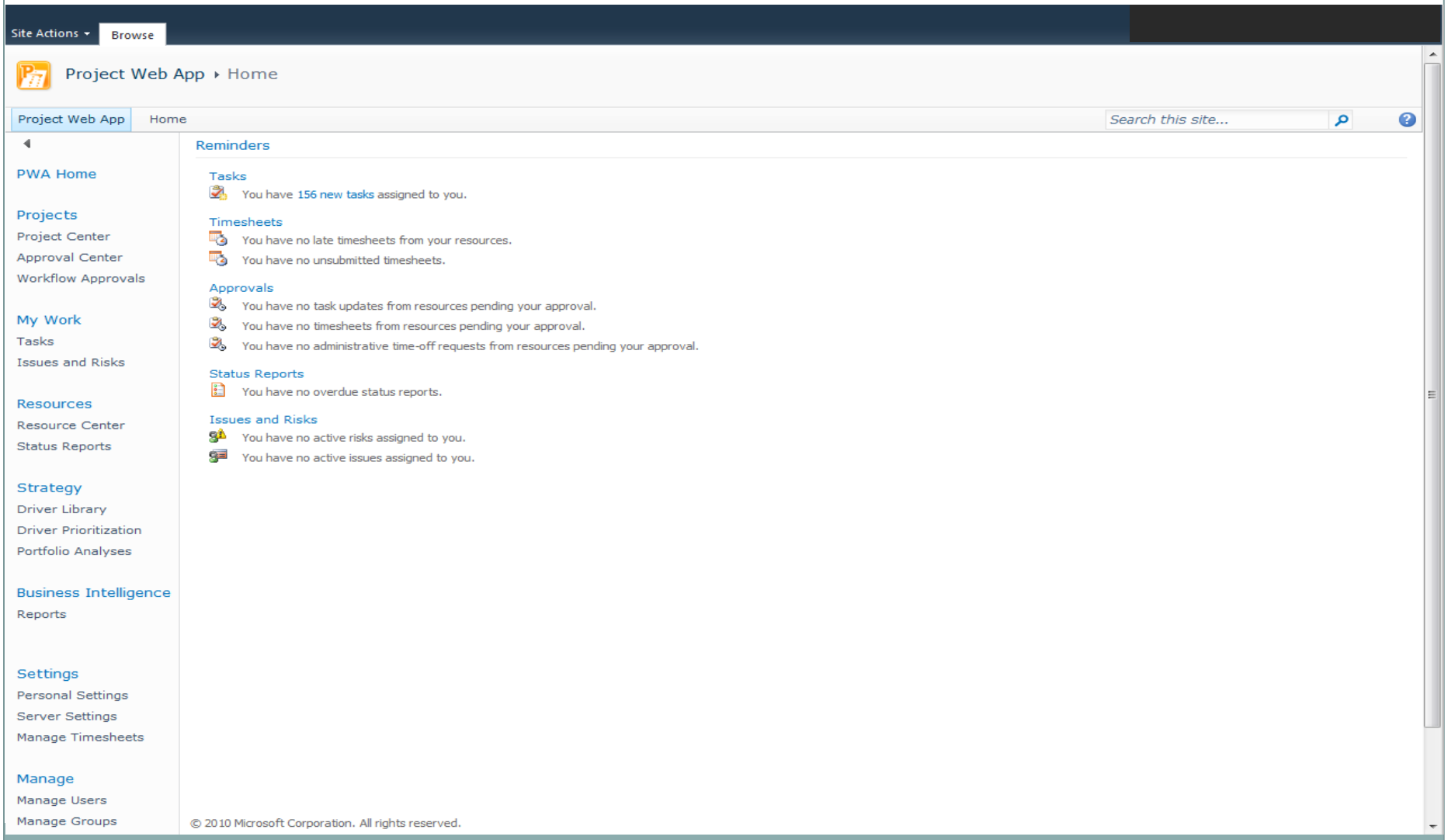
The tool that helps us achieve our project management goals.

We're not done implementing it yet.

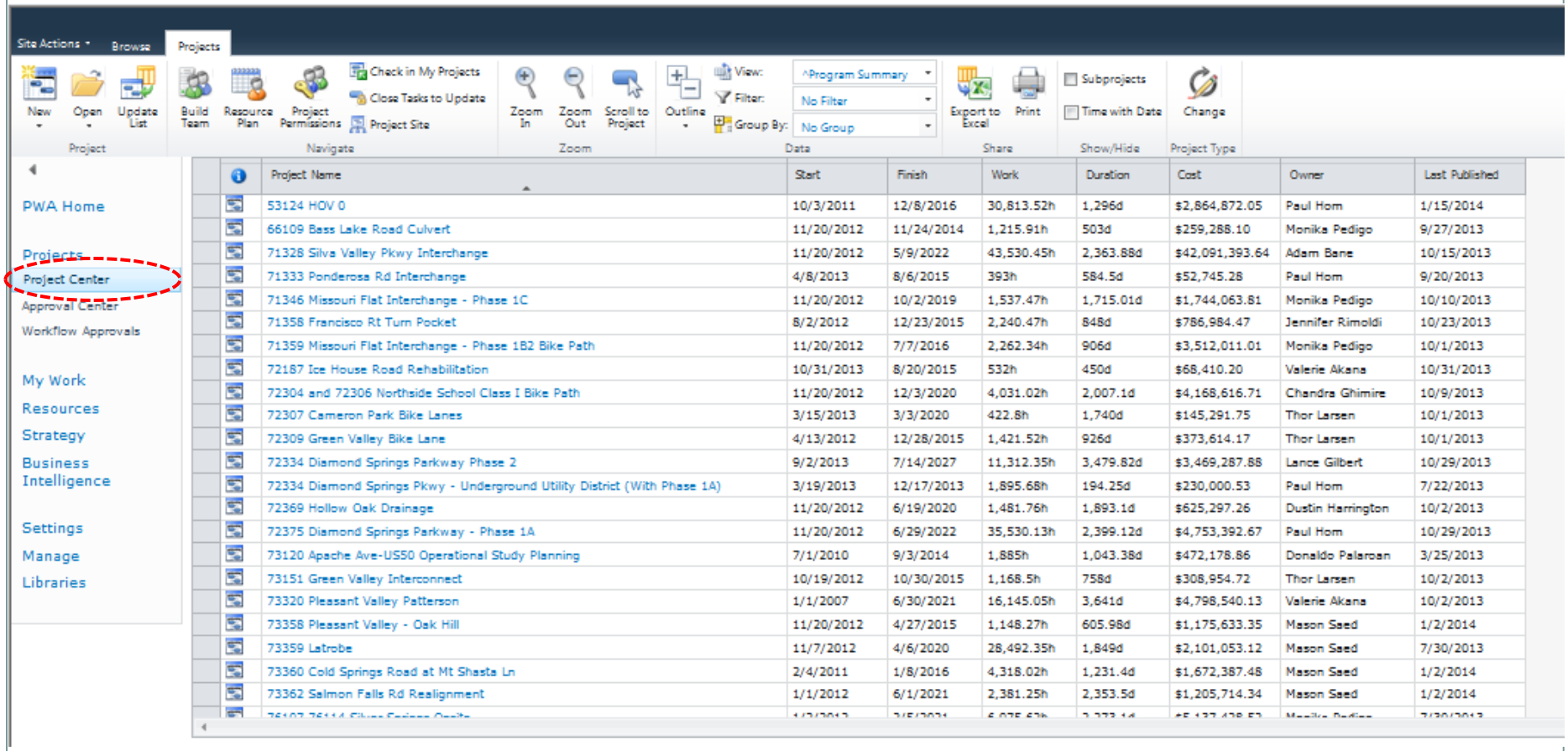
Project Management Initiative

Demonstration (CIP)

Project Web App Home Page

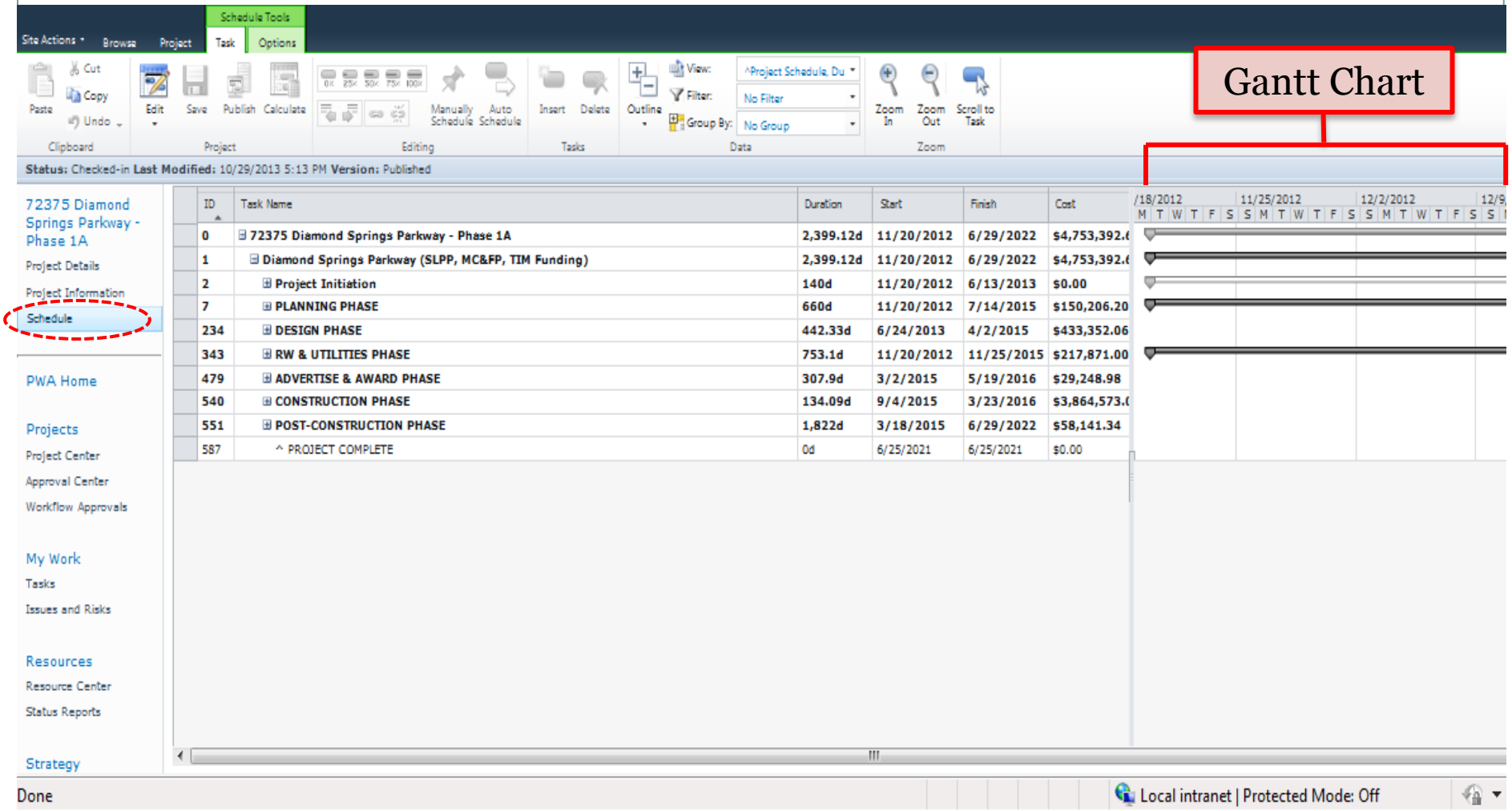


Project Center Page

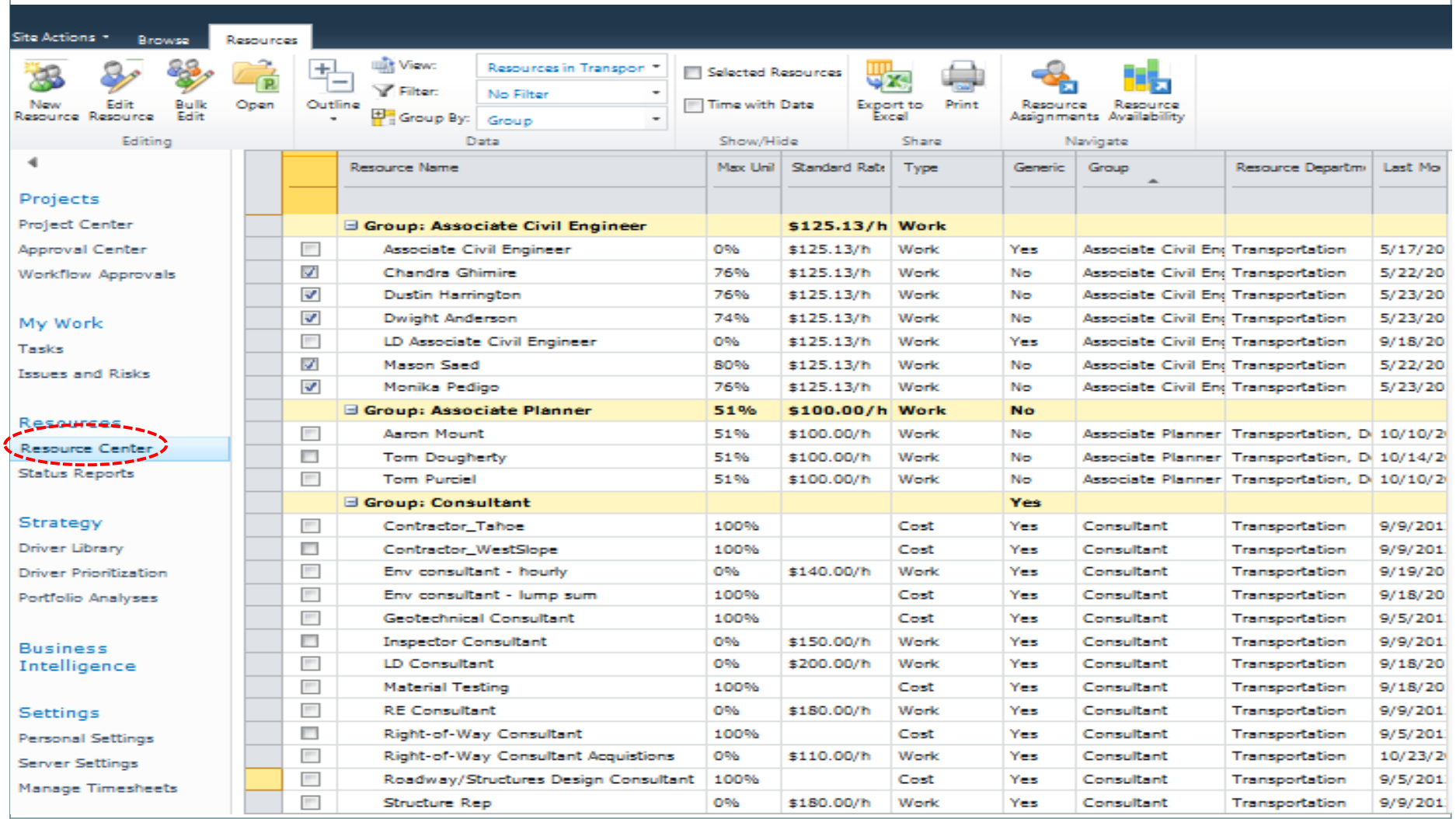


Project Name	Start	Finish	Work	Duration	Cost	Owner	Last Published
53124 HOV 0	10/3/2011	12/8/2016	30,813.52h	1,296d	$2,864,872.05	Paul Hom	1/15/2014
66109 Bass Lake Road Culvert	11/20/2012	11/24/2014	1,215.91h	503d	$259,288.10	Monika Pedigo	9/27/2013
71328 Silva Valley Pkwy Interchange	11/20/2012	5/9/2022	43,530.45h	2,363.88d	$42,091,393.64	Adam Bane	10/15/2013
71333 Ponderosa Rd Interchange	4/8/2013	8/6/2015	393h	584.5d	$52,745.28	Paul Hom	9/20/2013
71346 Missouri Flat Interchange - Phase 1C	11/20/2012	10/2/2019	1,537.47h	1,715.01d	$1,744,063.81	Monika Pedigo	10/10/2013
71358 Francisco Rt Turn Pocket	8/2/2012	12/23/2015	2,240.47h	848d	$786,984.47	Jennifer Rimoldi	10/23/2013
71359 Missouri Flat Interchange - Phase 1B2 Bike Path	11/20/2012	7/7/2016	2,262.34h	906d	$3,512,011.01	Monika Pedigo	10/1/2013
72187 Ice House Road Rehabilitation	10/31/2013	8/20/2015	532h	450d	$68,410.20	Valerie Akana	10/31/2013
72304 and 72306 Northside School Class I Bike Path	11/20/2012	12/3/2020	4,031.02h	2,007.1d	$4,168,616.71	Chandra Ghimire	10/9/2013
72307 Cameron Park Bike Lanes	3/15/2013	3/3/2020	422.8h	1,740d	$145,291.75	Thor Larsen	10/1/2013
72309 Green Valley Bike Lane	4/13/2012	12/28/2015	1,421.52h	926d	$373,614.17	Thor Larsen	10/1/2013
72334 Diamond Springs Parkway Phase 2	9/2/2013	7/14/2027	11,312.35h	3,479.82d	$3,469,287.88	Lance Gilbert	10/29/2013
72334 Diamond Springs Pkwy - Underground Utility District (With Phase 1A)	3/19/2013	12/17/2013	1,895.68h	194.25d	$230,000.53	Paul Hom	7/22/2013
72369 Hollow Oak Drainage	11/20/2012	6/19/2020	1,481.76h	1,893.1d	$625,297.26	Dustin Harrington	10/2/2013
72375 Diamond Springs Parkway - Phase 1A	11/20/2012	6/29/2022	35,530.13h	2,399.12d	$4,753,392.67	Paul Hom	10/29/2013
73120 Apache Ave-US50 Operational Study Planning	7/1/2010	9/3/2014	1,885h	1,043.38d	$472,178.86	Donaldo Palaroan	3/25/2013
73151 Green Valley Interconnect	10/19/2012	10/30/2015	1,168.5h	758d	$308,954.72	Thor Larsen	10/2/2013
73320 Pleasant Valley Patterson	1/1/2007	6/30/2021	16,145.05h	3,641d	$4,798,540.13	Valerie Akana	10/2/2013
73358 Pleasant Valley - Oak Hill	11/20/2012	4/27/2015	1,148.27h	605.98d	$1,175,633.35	Mason Saed	1/2/2014
73359 Latrobe	11/7/2012	4/6/2020	28,492.35h	1,849d	$2,101,053.12	Mason Saed	7/30/2013
73360 Cold Springs Road at Mt Shasta Ln	2/4/2011	1/8/2016	4,318.02h	1,231.4d	$1,672,387.48	Mason Saed	1/2/2014
73362 Salmon Falls Rd Realignment	1/1/2012	6/1/2021	2,381.25h	2,353.5d	$1,205,714.34	Mason Saed	1/2/2014

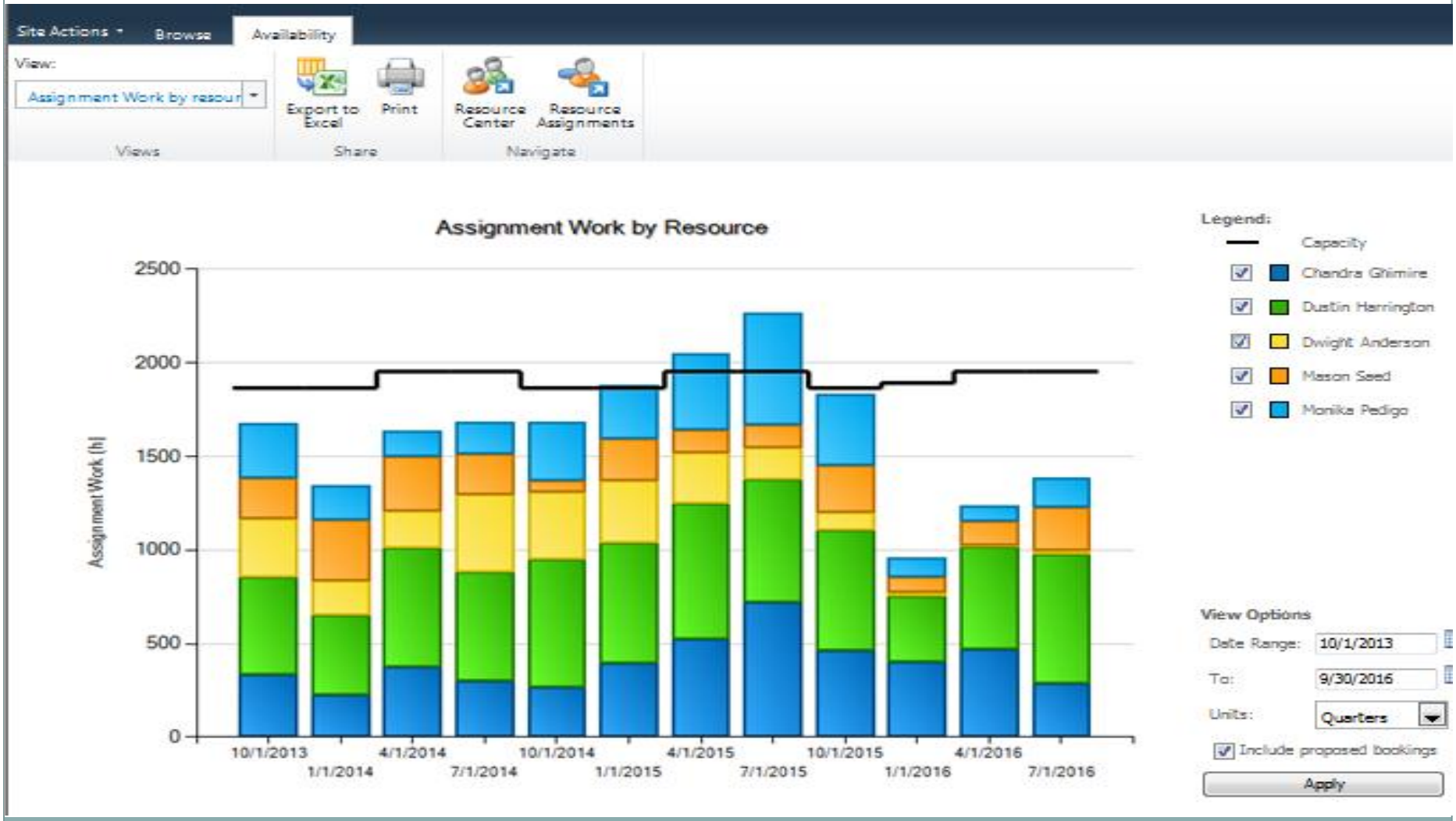
Project Schedule View



Resource Center Page



Resource Availability



Budget vs. Actual Report

CIP Actual Expenses vs. Scheduled

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

DRAFT

Project: 71346
Missouri Flat Interchange Phase 1C - Riparian Restoration

CIP Activity	Employee	Actual Hours	Planned Hours	Actual Cost	Planned Cost
	71346 Totals by Activity				
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 Concurrance	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

Budget vs. Actual Report

CIP Actual Expenses vs. Scheduled

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

DRAFT

Project: 71346
Missouri Flat Interchange Phase 1C - Riparian Restoration

Advertise & Award

Construction

Employee	Actual Hours	Planned Hours	Actual Cost	Planned Cost
5.1 Advertise & Award Phase (Inactive for Charging)				
5.1.1 AAPO01 $ Advertise & Award Oversight	0.00	14.00	$0	$1,835
5.2.1 AA01 $ Construction Authorizations	0.00	5.25	$0	$789
5.2.3 AA03 $ Advertise	0.00	75.00	$0	$10,151
5.2.4 AA04 $ Award	0.00	16.00	$0	$2,266
	0.00	110.25	$0	$15,041
	Bal:	110.25	Bal:	$15,041
6.1 Construction Phase (Inactive for Charging)				
6.4 CE01 Construction Engineering	0.00	20.00	$0	$2,503
	0.00	20.00	$0	$2,503
	Bal:	20.00	Bal:	$2,503
7.1 Post-Construction Phase (Inactive for Charging)				
7.2.2 PC02 $ As-Builts/Archives	0.00	66.00	$0	$8,534
7.2.4 PC04 $ Environmental Monitoring	0.00	28.00	$0	$3,593
	0.00	94.00	$0	$12,127
	Bal:	94.00	Bal:	$12,127
71346 Grand Totals	133.50	521.55	$17,280	$67,590
	Bal:	388.05	Bal:	$50,310

Project Management Initiative

Demonstration (Land Use)

Next Steps

1. Load and test Land Development projects
2. Input all CIP projects
3. Project Management training
4. Internet-accessible reports for:
    - Staff
    - Management
    - Board
    - Public
5. Integrate Project Management System
    - FENIX
        - Project Budget
        - Timecards/Payroll
        - Other systems

Return to the Board with an update.

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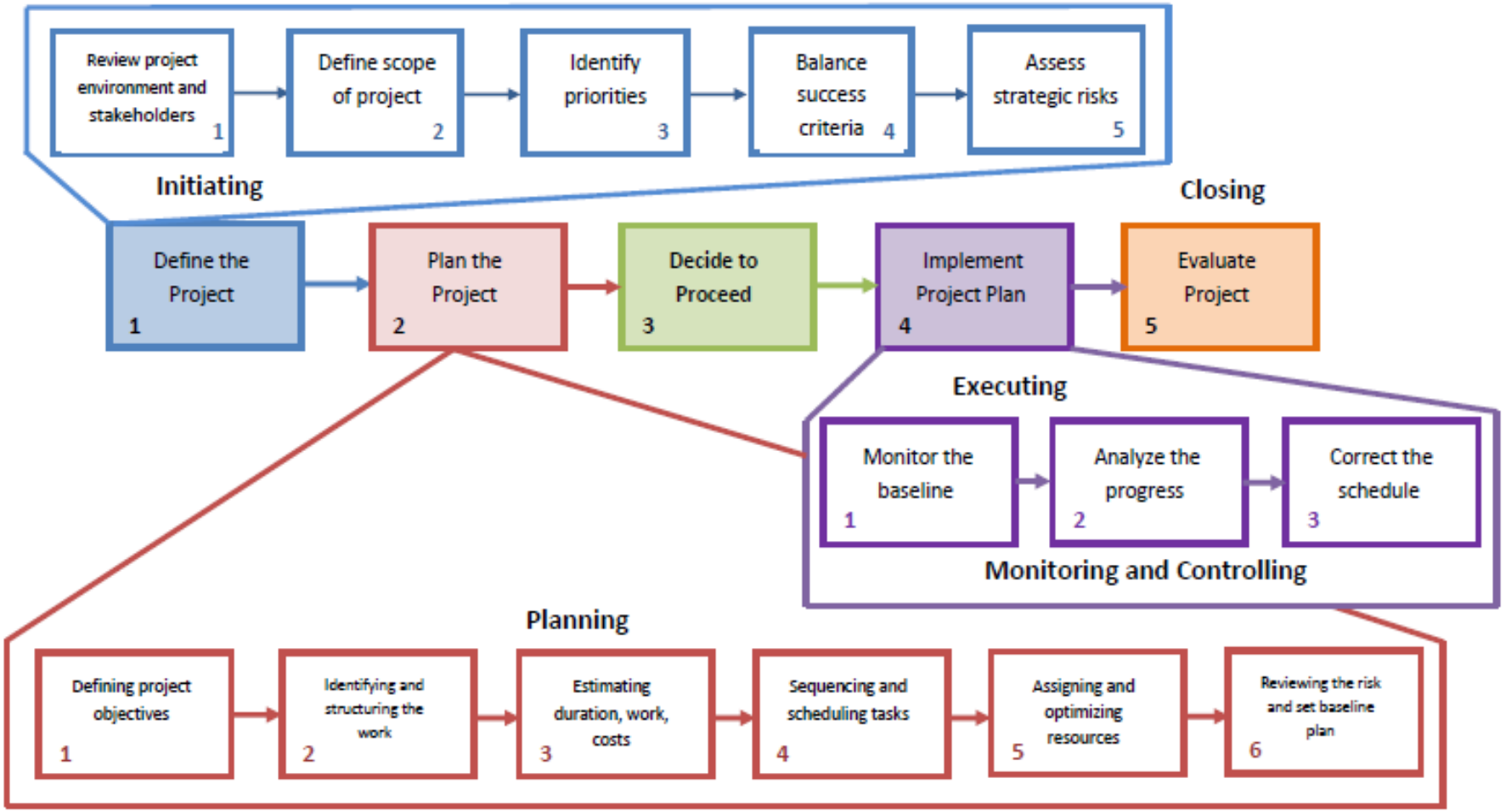
Project Management Initiative

Questions

Project Life Cycle