

# KETCHIKAN GATEWAY BOROUGH AQUATIC CENTER PROJECT

## WEEKLY PROJECT MANAGEMENT REPORT (JUNE 7-11, 2010)

*This weekly report details project management activities, schedule, budget and project status for the Ketchikan Gateway Borough Aquatic Center Project. These activities are organized by the 16 tasks defined in the contract Scope of Work. The below color coding system is used to signify overall project status and alert Borough officials and Assembly to issues of concern.*

**COLOR CODE KEY:**

- No issues/problems (project task is on-schedule and within budget)
- Unresolved issues, issues requiring action or important concerns
- Critical issues (unless resolved ASAP, will have adverse impact on project)

### A. WEEKLY ACTIVITIES

#### 2. KEEP BOROUGH FULLY INFORMED REGARDING PROJECT STATUS

CODE	DATE	TASK/ACTIVITY	STATUS	CRITICAL PATH
●	6/11/10	Prepared and submitted weekly report to Dan Bockhorst.	Complete	

#### 7. NEGOTIATION, PREPARATION AND OVERSIGHT OF A/E CONTRACT

CODE	DATE	TASK/ACTIVITY	STATUS	CRITICAL PATH
●	6/10/10	Coordinated with AAI on Bus Routing Option 4B. This option was approved by the School Board, by the Ketchikan Charter School, the School District Superintendent, the Parks & Rec Supervisor, and the Aquatic Center Steering Committee. This option will be the only option included in the Schematic Design.	Complete	
●	6/10/10	Coordinated schedule with AAI for Schematic Design and Design Development Phases.	Complete	
●	6/10/10	Coordinated with AAI and KGB on 6/24 Public Presentation time/logistics. Decided to present to Assembly on 6/21; Hold Public Presentation 6/24 at 5:30pm.	Complete	
●	6/9/10	Reviewed and recommended payment of the Architects Alaska April Invoice.	Complete	

#### 8. APPLICATION AND COORDINATION WITH DEED TO USE CM/GC METHOD

CODE	DATE	TASK/ACTIVITY	STATUS	CRITICAL PATH
●	6/9/10	Don held 6/9 teleconference with Dan Bockhorst, Scott Brandt-Erichsen, Mike Houts and Cynna Gubatayao to review draft CM/GC Application	Don working on revised	

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		letter to DEED. Scheduled for Assembly consideration on 6/21.	draft.	
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### 9. PREPARATION OF CM/GC CONTRACTOR RFP

CODE	DATE	TASK/ACTIVITY	STATUS	CRITICAL PATH
●	6/9/10	Don held 6/9 teleconference with Dan Bockhorst, Scott Brandt-Erichsen, Mike Houts and Cynna Gubatayao to review draft CM/GC Contractor RFP and CM/GC Contract Agreement. Scheduled for Assembly consideration on 6/21.	Don working on revised draft prior to Monday	

**SCOPE TASKS #1, 4, 10-16:** No activity to report this week. Scope items 5 (Preparation of A/E RFP) and 6 (Assistance in selection A/E team) are complete.

## B. PROJECT BUDGET

The Ketchikan Aquatic Center project is estimated to cost \$18.4 million to construct, with a total project budget of \$23.5 million.

## C. PROJECT SCHEDULE

Schedule will be updated to reflect adjustment for Schematic Design delivery to KGB on June 21.

### *UPCOMING DATES/MILESTONES*

Schematic Design (35% Design Documents) delivered to estimator	June 11
Schematic Design delivered to KGB and Presentation to KGB Assembly	June 21
Final Schematic Design Workshop	June 24, 1-4pm
Public Presentation	June 24, 6-8pm