

# KETCHIKAN GATEWAY BOROUGH AQUATIC CENTER PROJECT

## WEEKLY PROJECT MANAGEMENT REPORT (MAY 24-28, 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
●	5/28/10	Prepared and submitted weekly report to Dan Bockhorst.	Complete	

#### 3. COMPLIANCE WITH DEED FOR PROJECT FUNDING

CODE	DATE	TASK/ACTIVITY	STATUS	CRITICAL PATH
●	5/28/10	Revised draft KGB Application to DEED to use CM/GC Delivery Method for project. 2 <sup>nd</sup> Draft of Application Letter forwarded to KGB for review.	2 <sup>nd</sup> Draft submitted to KGB	

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

CODE	DATE	TASK/ACTIVITY	STATUS	CRITICAL PATH
●	5/27/10	Kent facilitated Steering Committee Meeting to discuss site bus-drop off options, fire lane and roof replacement. Meeting minutes were developed and distributed to KGB.	Issues to be resolved: Bus-drop off location, emergency vehicle easement and Rec Center roof contract.	

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### 9. PREPARATION OF CM/GC CONTRACTOR RFP

CODE	DATE	TASK/ACTIVITY	STATUS	CRITICAL PATH
●	5/27/10	Reviewed Scott Brandt-Erichsen's comments to CM/GC Contractor RFP.	Awaiting other comments from KGB	

**SCOPE TASKS #1, 4, 8-16:** 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

No updates were made to project schedule this week.

#### ***UPCOMING DATES/MILESTONES***

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