

AKV292 (326049)
Seldovia Harbor Improvements RA-538
Project Management Plan Agreement

1. PDT MEMBERS SIGNATURES

The undersigned agree to follow the provisions of this Project Management Plan (PMP). All Team Members generally understand what is necessary to complete their work tasking to meet the objectives of this project to fulfill this mission. Changes to scope, schedules, costs, or strategy included in this plan must be coordinated and approved.

Melanie Peterson 2/23/12

Melanie Peterson, Project Manager Date

Robert C. Tedrick 2/27/12

Robert Tedrick, Hydraulics & Hydrology Date

Ron Green 3/15/12

Ron Green, Realty Specialist Date

email Approval 5 March 2012

Tessa DeLong, Senior Program Manager Date

Christopher Floyd 28 Feb 2012

Christopher Floyd, Environmental Date

Anne Fore 2-23-2012

Anne Fore, Cost Engineering Date

Jose Oquendo 2-24-2012

Jose Oquendo, Electrical Engineer Date

Peterson, Melanie A POA

From: Tessa DeLong [tdelong@denali.gov]
Sent: Monday, March 05, 2012 8:14 AM
To: Peterson, Melanie A POA
Cc: Adison Wetzel; Mike CTR McKinnon
Subject: Re: Seldovia Updated PMP for Review (UNCLASSIFIED)

Melanie,

Thanks; this looks great!

I will return your call re: TIGER and other matters this afternoon.

TD

Tessa L. DeLong, MPA
Senior Program Manager | Denali Commission
510 L St. Suite 410 | Anchorage, AK | 99501
P 907-271-1624 | F 907-271-1415
tdelong@denali.gov <applewebdata://4510AED5-4B82-426D-BA98-918433E16178/tdelong@denali.gov> |
www.denali.gov

From: "Peterson, Melanie A POA" <Melanie.A.Peterson@usace.army.mil>
Date: Fri, 2 Mar 2012 10:33:15 -0900
To: Tessa DeLong <tdelong@denali.gov>
Cc: Adison Wetzel <awetzel@denali.gov>, Mike McKinnon <mgmckinnon@gci.net>, "Peterson, Melanie A POA" <Melanie.A.Peterson@usace.army.mil>
Subject: Seldovia Updated PMP for Review (UNCLASSIFIED)

Classification: UNCLASSIFIED
Caveats: NONE

Tessa

Please find attached the updated Project Management Plan with budget and schedule for your review and approval.

Thank you.

Melanie Peterson
Project Manager
Alaska District
U.S. Army Corps of Engineers
Work: (907) 753-5694
Fax: (907) 753-2829

Classification: UNCLASSIFIED
Caveats: NONE

Peterson, Melanie A POA

From: Mike McKinnon [mgmckinnon@gci.net]
Sent: Thursday, March 08, 2012 5:55 PM
To: Peterson, Melanie A POA
Subject: RE: Holy Cross PMP for Review (UNCLASSIFIED)

This looks good thanks, I think you must already have it in motion!
Mike

-----Original Message-----

From: Peterson, Melanie A POA [mailto:Melanie.A.Peterson@usace.army.mil]
Sent: Wednesday, February 29, 2012 2:05 PM
To: Tessa DeLong
Cc: Adison Wetzel; Mike McKinnon; Peterson, Melanie A POA
Subject: Holy Cross PMP for Review (UNCLASSIFIED)

Classification: UNCLASSIFIED
Caveats: NONE

Tessa

Please find attached the drafted Project Management Plan with budget and schedule for your review and approval.

Thank you.

Melanie Peterson
Project Manager
Alaska District
U.S. Army Corps of Engineers
Work: (907) 753-5694
Fax: (907) 753-2829

Classification: UNCLASSIFIED
Caveats: NONE

No virus found in this message.
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Version: 2012.0.1913 / Virus Database: 2114/4853 - Release Date: 03/05/12

2. SCOPE OF WORK

The purpose of this work is to prepare a set of design-bid-build contract documents for the replacement of approximately 712' of the main float and the float-plane float at the Seldovia Harbor.

14 January 2012 email from Mike McKinnon with the Denali Commission directed the Corps to change the scope from a Design-Build to a Design-Bid-Build.

3 February 2012 teleconference with Mike McKinnon and Adison Smith the Corps was directed to move forward with the design, and the Denali Commission will not provide any addition funds for construction. The balance not used during design will be used toward construction.

3. DELIVERABLES

Hydrology and Hydraulics (H&H) Deliverable: The following tasks are related to the hydraulic design-bid-build scope development and also covers the electrical engineer's involvement after contract award:

Identify Existing Conditions and Preliminary Alternative Development

Meetings/Coordination. Attend team meetings as required and coordinate work between disciplines.

Initial Site Visit. This task will include evaluating the existing conditions. The harbormaster and other local observers will be interviewed to gain information about the existing conditions and problems at the harbor. The team member will identify potential design constraints; such as deep- and shallow-water limitations, uplands access, and geotechnical, environmental, real estate, and construction considerations. *Completed*

Develop design for replacement of the designated section of the main float and the float plane dock. An Invitation for Bid (IFB) will be developed for construction of the north main float and the float plane dock.

Review design package. The IFB documents will be reviewed for completeness.

Address review comments. Comments made during the review process will be addressed.

Prepare Government Estimate. A cost estimate for the construction will be prepared

Biddability, Constructability, Operability, and Environmental (BCOE) Review. The final IFB package will have a Biddability, Constructability, Operability, and Environmental Review.

Respond to BCOE comments. Comments made during the BCOE review will be addressed

Construction Quality Assurance. Construction oversight will be provided by the Corps of Engineers

Submittal review. Submittal and pay estimates from the contractor will be reviewed and processed.

HH & Electrical Submittal review. HH & Electrical will review and provide comments on contractor submittals of a technical nature.

Final Inspection. HH, Electrical and Con-Ops will provide a final inspection of the float for final acceptance.

Electrical Engineer:

Develop electrical design for the main float and float plane dock.

Review design package. The IFB documents will be reviewed for completeness. Address review comments.

BCOE review. The final RFP package will have a BCOE Review. Respond to BCOE comments.

Technical Integration: All Engineering Services products will be integrated and provided in the final design documents and electronic deliverables.

Environmental Deliverable: Improvements to and replacements of floating docks would have essentially no impact on the local environment. The driving of new and replacement pilings would have very limited short-term effects on the local environment. However, Seldovia Harbor is within the Kachemak Bay State Critical Habitat area and Kachemak Bay Research Reserve, which may add to the level of review and regulatory scrutiny to which the project is subjected.

Required permits and regulatory coordination would include:

- Coordination with State and/or District Coastal Management Program; the activity may be covered under a “generally consistent determination” (GCD), and not require a full review.
- Possible Special Area Permit from Alaska Department of Fish & Game (ADFG).
- Clean Water Act (CWA) authorization from U.S. Army Corps of Engineers. CWA Section 10 issues could be covered under a Nationwide Permit (probably NWP #3), unless blasting is required. Alaska Regional Conditions required pre-construction notification for any pile-driving in marine waters.
- Essential Fish Habitat coordination with National Marine Fisheries Service (NMFS).
- Endangered Species Act coordination with NMFS and the U.S. Fish & Wildlife Service (primarily to address noise issues from the pile driving); formal consultation is not anticipated

Requirements of NEPA expected to be satisfied by applying a relevant Categorical Exclusion (CE), documented in a Record of Environmental Consideration (REC).

Cost Engineering Deliverable: Preparation cost estimates at the 50%, 100% and IGE stages of the project.

Contracting Deliverable: Preparation front end and award for a construction contract, under IFB.

Construction Deliverable:

- Complete the BCOE review and certifications
- Manage the construction oversight of the project through the CO-SA-AR section.

Project Management Deliverable: Obtain ROEs needed from the City of Seldovia for the project. All required reports schedules and budgets necessary to complete the project.

4. SCHEDULE

Project Start	21 June 2011 (A)
Preliminary Scope for Source Sought	16 August 2011 (A)
Source Sought Complete	23 August 2011 (A)
Interim Design for Review	29 May 2012
ITR Complete	June 2012
CWE	July 2012
ENV Permits	July 2012
ROEs	July 2012
Final Design	August 2012
Construction Contract Package	August 2012
BCOE Review	August 2012
IGE	September 2012
Award	October 2012
Construction Complete	October 2013
Project Closeout	31 December 2012

All scheduling information will be kept current on a monthly basis by the project manager via P2 and Microsoft Project for updates. For specific project scheduling information, refer to the individual P2 project states reports.

*11-7-11 Teleconference with Adison Smith – Agreed to add electrical upgrades to package. Agreed that schedule change of an award of May 2012 to September 2012 will be acceptable to assure funds are received from city.

**12-13-11 Meeting with Mike McKinnon and Adison Smith – Directed the Corps to change scope from a Design-Build to a Design-Bid-Build. The design would have to be completed by August 2012 to be ready to award when funds are received. This will change the schedule and budget. This was followed up with an email on 14 January 2012 to confirm the change.

5. BUDGET

Funds in the amount of \$1,000,000 have been appropriated by the Denali Commission and sent to the Alaska District, U.S. Army Corps of Engineers in the Denali Commission Agreement Titled Seldovia Harbor Improvements – RA-538.

Section	Budget for Design-Build	Budget for Design-Bid-Build
Project Management	\$15,000	\$25,000
Structural Engineer	\$75,000	\$142,000
Cost Engineering	\$13,000	\$22,800
Electrical Engineer	\$25,000	\$55,000
Environmental	\$16,000	\$18,200
Geotechnical Engineer	\$16,000	\$16,400
Real Estate	\$5,000	\$5,000
Contracting	\$40,000	\$40,000
Construction – Management	\$78,000	\$78,000
Total	\$283,000	\$402,400

*\$1,000,000 in additional construction funds will come from the City of Seldovia thru the Municipal Harbor Grant

The scoping items budgeted provide no contingency funding. If an activity takes more than expected areas of the scope may need to be de-scoped to stay within budget.

6. PDT MEMBERS

To provide for consistent and effective communication between the Corps, Denali Commission and the City of Seldovia, points of contact for each party are:

Name	Title	Contact	Reassigned
Tim Dillon	City Manager	Phn: 907-242-9709 Email: citymanager@cityofseldovia.com	
Tessa DeLong	Senior Program Manager	Phn: 907-271-1624 Email: tdelong@denali.gov	
Adison Wetzel	Deputy Program Manager	Phn: 907-271-1640 Email: awetzel@denali.gov	
Mike McKinnon	Project Manager	Phn: 907-586-1986 Email: mgmckinnon@gci.net	
Melanie Peterson	Project Manager	Phn: 753-5694 Email: melanie.a.peterson@usace.army.mil	
Christopher Floyd	Environmental	Phn: 753-2700 Email: Christopher.b.floyd@usace.army.mil	
Dee Ginter	H&H	Phn: 753-2805 Email: deirdre.m.ginter@usace.army.mil	3 February 2012
Albert Arruda	Cost Estimator	Phn: 753-5679	

		Email: albert.arruda@usace.army.mil	
Ron Green	Realty Specialist	Phn: 753-2848 Email: Ronald.j.green@usace.army.mil	
Robert Tedrick	Structural Engineer	Phn: 753-5745 Email: Robert.c.tedrick@usace.army.mil	
Jose Oquendo	Electrical Engineer	Phn: 753-5676 Email: jose.p.oquendo@usace.army.mil	

Communication will be by phone, email, and in person meetings as needed over the course of the work period.

ID	Task Name	Duration	Start	Finish	Predecessors	2010																
						2nd Quarter			3rd Quarter			4th Quarter			1st Quarter							
						Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	
96	Review MOA	30 days	Mon 5/28/12	Fri 7/6/12 84																		
97	Sign MOA	15 days	Mon 7/9/12	Fri 7/27/12 95																		
98	Receive Funds	15 days	Mon 7/30/12	Fri 8/17/12 96																		
99	Contracting - IFB	370 days	Wed 7/20/11	Tue 12/18/12																		
100	Source Sought	25 days	Wed 7/20/11	Tue 8/23/11 62																		
101	Description of Scope	1 day	Mon 1/30/12	Mon 1/30/12																		
102	Sources Sought	30 days	Tue 1/31/12	Mon 3/12/12 100																		
103	2579	10 days	Tue 3/13/12	Mon 3/26/12 101																		
104	Front End	15 days	Tue 3/27/12	Mon 4/16/12 102																		
105	Prepare for Legal Review	3 days	Tue 4/17/12	Thu 4/19/12 103																		
106	Legal Review	4 days	Fri 4/20/12	Wed 4/25/12 104																		
107	Peer Review	3 days	Thu 4/26/12	Mon 4/30/12 105																		
108	Advertise	14 days	Mon 8/20/12	Thu 9/6/12 106,93																		
109	Solicitation	30 days	Fri 8/7/12	Thu 10/18/12 107																		
110	Pre-proposal Conference	1 day	Fri 9/28/12	Fri 9/28/12 108FS-15 days																		
111	Bid Opens	1 day	Fri 10/18/12	Fri 10/18/12 108																		
112	Verify Bids	10 days	Mon 10/22/12	Fri 11/2/12 110																		
113	Prepare Award Package	14 days	Mon 11/5/12	Thu 11/22/12 111																		
114	Award	3 days	Fri 11/23/12	Tue 11/27/12 112																		
115	Bonds	10 days	Wed 11/28/12	Tue 12/11/12 113																		
116	Legal Review	4 days	Wed 12/12/12	Mon 12/17/12 114																		
117	NTP	1 day	Tue 12/18/12	Tue 12/18/12 115																		
118	Construction	281 days	Fri 5/15/09	Fri 6/11/10																		
119	Pre-Design/Construction Meeting	1 day	Fri 5/15/09	Fri 5/15/09																		
120	Construct Project	260 days	Mon 5/18/09	Fri 5/14/10 118																		
121	Construction Complete	1 day	Mon 5/17/10	Mon 5/17/10 119																		
122	Final Inspection	1 day	Tue 5/18/10	Tue 5/18/10 120																		
123	Contract Closeout	15 days	Wed 5/19/10	Tue 6/8/10 121																		
124	Final Invoice	3 days	Wed 6/9/10	Fri 6/11/10 122																		
125	Project Closeout	33 days	Wed 6/9/10	Fri 7/23/10																		
126	Physical Closeout	10 days	Wed 6/9/10	Tue 6/22/10 122																		
128	Fiscal Closeout	30 days	Mon 6/14/10	Fri 7/23/10 123																		

Project: ARV292 Sektovia Schedule vi
Date: Mon 2/6/12

Task Split

Progress Milestone

Summary Project Summary

External Tasks External Milestone

Deadline

Page 2

POA STAFF ACTION SUMMARY HQUSACE Staff Action Handbook, the proponent is the Executive Office		1. CONTROL# <i>PM-12-040</i>		2. Suspense 16 March 2012		
				3. Today's Date 28 March 2012		
4. Subject Seldovia Harbor Improvements Design PMP						
5. Office Symbol PM-ESP		6. Action Officer Melanie Peterson		7. Telephone # 753-5694		
				8. E-mail melanie.a.peterson@usace.army.mil		
COORDINATION						
9. Division	10. Name	11. Concur/Nonconcur	12. Comments		13. Date	
<input type="checkbox"/> DC		-				
<input type="checkbox"/> DDC		-				
<input checked="" type="checkbox"/> DPM	Larry McCallister	<i>lpm</i> -	<i>Approved</i>		<i>30 Mar 12</i>	
<input type="checkbox"/> EA		-				
<input type="checkbox"/> EN		-				
<input type="checkbox"/> CO		-				
14. Routing		<input type="checkbox"/> DC	<input type="checkbox"/> DDC	<input checked="" type="checkbox"/> DPM	<input type="checkbox"/> EN	<input type="checkbox"/> CO
15. For: Information		<input type="checkbox"/> Read-Ahead	<input type="checkbox"/> Decision	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Signature	
16. PURPOSE/BOTTOM LINE/DISCUSSION:						
Request the review and approval the PMP for the design of the Seldovia Harbor Improvements project under the Denali Commission program.						
This project was originally scope for a Design-Build project. In January 2012 the Denali Commission request a scope change to a Design-Bid-Build with the Corps fully designing the North Main Float replacements and electrical replacements with options to install two ^{three} pilings and the replacement of the float plane dock in the Seldovia Harbor. This changed the Corps original budget of \$283,000 to \$402,400 for in-house effort. The PMP reflects the change of scope and updated schedule and budget.						
The goal would be to have the design complete and ready for solicitation under an IFB by September/October 2012 when \$1M of construction funds are expected to be received from the City of Seldovia.						
17. Releaser: (7) Clare L. Jaeger, ESP Branch Chief		<i>Clare L Jaeger</i>				
18. Recommendation: Approval						
19. Action:		<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> See Me	<input type="checkbox"/> Other		

COORDINATION (cont.)

20. Division	21. Name	22. Concur/Nonconcur	23. Comments	24. Date
<input type="checkbox"/> OC		-		
<input type="checkbox"/> RM		-		
<input type="checkbox"/> CT		-		
<input type="checkbox"/> RE	(6) Linda Arrington	<i>JSA</i> -		
<input type="checkbox"/> RD		-		
<input type="checkbox"/> LM		-		
<input type="checkbox"/> IR		-		
<input type="checkbox"/> SO		-		
<input type="checkbox"/> SEC		-		
<input type="checkbox"/> PAO		-		
<input type="checkbox"/> SB		-		
<input type="checkbox"/> EEO		-		
<input type="checkbox"/> CPAC		-		
<input type="checkbox"/> IM		-		
<input type="checkbox"/> EM		-		
Misc. Offices	(2) Ken Eisses, H&H	<i>Ken Eisses</i> -		
Misc. Offices	(1) Robert Brock, ESP-IIS	<i>R.B.</i> -		
Misc. Offices	(5) Karl Harvey, EN-CE	<i>KH</i> -		
Misc. Offices	(3) Mike Salyer, ER	<i>MS</i> -		
Misc. Offices	(4) Charles VonGunten, ME	<i>CV</i> -		
Misc. Offices	(8) Greg Smith, PM	<i>GS</i> -		3/19/12
Misc. Offices		-		
Misc. Offices		-		
Misc. Offices		-		