

Winslow Way Reconstruction Project: Critical Tasks

as of 4/23/08

Element	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Leads	Outcomes		
<b>A Design &amp; Engineering</b>	program reconciliation		50% design						75% design					90% design		constructability review				SvR PWTC	project accountability: known status of all tasks, deliverables, levels of effort & budget		
<b>B Existing Conditions Investigation</b>	specific utility locations				remaining utilities • foundations • hazardous materials • geo-technical															Heery PWTC	sub-surface conditions known to greatest extent possible		
<b>C Business Vitality Planning</b>									business & property owners • BIDA • Chamber • CCD							kick-off				RW CRC	partnership & plan to bolster businesses during construction		
<b>D Construction Scheduling</b>					business & property owners interviews • develop alternatives				preferred alternative		phasing		contract conditions								Heery PWTC	strategies, schedules, contract conditions & contingency plans to minimize impacts of construction	
<b>E Construction Parking Strategy</b>								existing supply & demand		prioritize strategies		refine plans		contract conditions						Heery	strategies & contract conditions to maximize nearby parking supply during construction		
<b>F Permitting</b>					SEPA/NEPA		NPDES														COBI PCD	environmental impacts documented & minimized	
<b>G Funding Strategy</b>	apply for grants				draft plan with Finance Committee				conduct utility rate study			develop private contribution & LID opportunities							COBI FPC	detailed plan outlining fund sources & amounts, interest costs, payment obligations, matching requirements & average annual obligations to COBI, rate payers & households			
<b>H Right-of-Way &amp; Easements</b>				draft & negotiate agreements			clear titles														COBI CC	necessary right-of-way secured & titles cleared	
<b>I Art, Landscaping &amp; Furnishings</b>					coordinate with PAC									call for craftsmen						COBI CRC	community engaged in preserving & creating sense of place		
<b>J Contracting</b>														negotiate franchise utility agreements				develop bid docs			Heery PWTC	competitive bids received & contract awarded with detailed specifications, conditions, penalties & terms	
																		advertise & respond					
																			present contract to council				
<b>K Administration &amp; Management</b>	budgeting • scheduling • progress reporting • grant coordination • document control																					Heery PW	known status of all tasks, levels of effort deliverables, & budget
<b>L Public Involvement</b>	web site • display boards • facilitation • open house																				RW CRC	community informed of progress & engaged in decision making	
	workshop			workshop			workshop			workshop													
	Phase 1: \$240k				Phase 2: \$240k				Phase 3: \$938k						Phase 4: \$60k								

COBI: Owner • PCD: Planning & Community Development • PW: Public Works • SvR: Engineering • Heery: Management • RW: Public Involvement  
 CC: City Council • CRC: Community Relations Committee • FPC: Finance & Personnel Committee • LUC: Land Use Committee • PWTC: Public Works & Transportation Committee