

PENINSULA METROPOLITAN PARK DISTRICT - GC/CM PROJECT

– – PENMET PARKS COMMUNITY RECREATION CENTER

1. Describe the project controls that will be in place for this project. The response does not give any detail other than the statutory requirements. How will the process work and what controls are in place? Please describe the system mentioned that has been successful.

The controls that are in place to ensure the project is adequately managed are both described in our Signature Authority Process for planning and changes and demonstrated in our Project Organizational Chart by position and authority.

Signature Authority Process

Controls will be exercised through a signature authority process for changes. The Maximum Allowable Construction Cost (MACC) includes a 3% GC/CM Risk Contingency that may be used by the team during coordination of the Work and specifically during the subcontract buyout. Use of these contingency funds by the GC/CM requires District approval.

The District additionally will carry a 5% Project Contingency outside of the MACC that can be utilized for costs such as unforeseen conditions, errors/omissions in the construction documents and Owner directed changes to the Work.

Project Organizational Chart

The District internal single point of contact (SPOC) is Glenn Akramoff. Glenn will serve as the District's internal primary focal point. Joe Missel of Parametrix will serve as the external Project Manager/Construction Manager, Jim Dugan of Parametrix will serve as the Principle-In-Charge and Dan Cody of Parametrix will serve in the GC/CM Procurement and Advisor role. The Parametrix team augments the District team with the necessary experience and availability to successfully deliver this project.

Glenn reports directly to the District Executive Director, Doug Nelson. Doug and Glenn will meet weekly to review and assess the progress of the project. Doug has authority to approve spending of the Owners Contingency funds up to the limits set by the Board of Commissioners. This will allow most items to be resolved quickly, reserving more expensive matters to be addressed by the Board timely via the use of regularly scheduled Board Meetings augmented with Special Session Board Meetings as needed.

The Parametrix PM/CM consultant team will not have signature authority for changes in the contract value. Parametrix will work closely with the District's Project Manager to keep him fully informed of any potential project and/or cost issues. This approach balances the need for direct decisions/directions to be made by the District with the capability to manage emerging issues that arise at the site and has proven to work well in GC/CM projects.

Additional controls include, weekly Progress Meetings, bi-weekly Project Dashboard Performance assessments, monthly Principles Meetings to address any outstanding issues and finally quarterly Board of Commissioners Project updates or more often as desired.

CAPITAL PROJECTS ADVISORY REVIEW BOARD

PROJECT REVIEW COMMITTEE

QUESTIONS RE: APPLICATION

Meeting Date: May 28, 2020

2. What other projects is Dan Cody working on now, as the PRC has seen his name and other staff on almost every project application submitted having Parametrix as the CM or GC/CM Advisor. Mr. Cody is listed on the Chelan Co PUD projects as well, which are still ongoing projects. We want to make sure there is enough bandwidth to serve the client.

Mr. Cody appears on many of the PRC applications submitted by Parametrix because he is our office lead on PRC application development and APD procurement. He works with Parametrix support staff and our clients to direct/facilitate the procurement process and create the required contract documents. In this role, the hours needed are increased up front and minimal in the project throughout. With few exceptions, it is not uncommon for the demand on this role to be a few hours a month following the execution of the GMP contract. Dan carries a minimal PM/CM load intentionally to be able to support the need for him in the APD Procurement and Advisor role.

The following are Dan Cody's current project responsibilities and the approximate average requirements of his time:

- PenMet CRC – GC/CM Procurement and Advisor – 8hrs/week through July, minimal thereafter
- Lakehaven W&S District – PM Support – 8hrs/week through November
- CCPUD Generator Leads & Draft Tubes – D/B Procurement – 10hrs/week through September
- Vancouver SD Mac/Mar – PM Support and GC/CM Advisor – 8hrs/week through mid-June and then minimal through December
- Seattle Public Schools – GCCM Procurement and PM/CM Support - minimal