

Project Manager-Directed Components of CIP Projects



Project Manager Duties

- Guide program, prioritize needs
- Develop and plan projects
- Develop project schedules
- Develop project budgets
- Write Request for Qualifications
- Review SOQs, recommend award
- Define scope of work for consultants
- Conduct project meetings



- Prepare City Council agenda items
- Coordinate public involvement
- Resolve conflicts and problems
- Coordinate with stakeholders
- Track schedule progress
- Track budget status
- Prepare status reports
- Process payment requests

Task Division Between City PMs and FNI

City's Project Managers

- Guide program, prioritize needs
- Develop and plan projects
- *Develop project schedules*
- Develop project budgets
- Write Request for Qualifications
- Review SOQs, recommend award
- Define scope of work for consultants
- Conduct project meetings
- Prepare City Council agenda items
- Coordinate public involvement
- Resolve conflicts and problems
- Coordinate with stakeholders
- Track schedule progress
- Track budget status
- Prepare status reports
- Process payment requests

**Goal is to leverage
City PMs' time to
enable them to
focus on priority
tasks while
providing
direction for
overall project**

FNI's Project Coordinators

- *Guide program, prioritize needs*
- *Develop and plan projects*
- **Develop project schedules**
- **Develop project budgets**
- **Review Scope for Request for Qualifications**
- *Review SOQs, recommend award*
- *Define scope of work for consultants*
- **Conduct project meetings**
- **Prepare City Council agenda items**
- **Coordinate public involvement**
- **Resolve conflicts and problems**
- *Coordinate with stakeholders*
- **Track schedule progress**
- **Track budget status**
- **Prepare status reports**
- *Process payment requests*

FNI Supported Projects

Transportation Projects

12

- E. Pflugerville Parkway/Jesse Bohls Re-Alignment
- Rowe Lane at FM 685 Intersection Improvement
- Kelly Lane Phase 2 & Phase 3
- Colorado Sand Drive
- Picadilly Drive
- Central Commerce Drive
- Royston Lane
- Melber Lane (S-Curve)
- Pecan St at SH 130
- Pecan St at Biltmore Ave
- Pecan St/FM 1825 at Dessau Rd/FM 685
- Pecan St at Heatherwilde Blvd
- Historic Colored Addition (Russell-Caldwells)



Utilities Projects*

6

- 16-Inch Colorado Sand Drive Looping (Water Line)
- Colorado Sand Wastewater
- Highland Park Interceptor
- Decommission Highland Park Lift Station
- Weiss/Pecan Water Line Extension

* Utilities project support is recent staff augmentation need

#

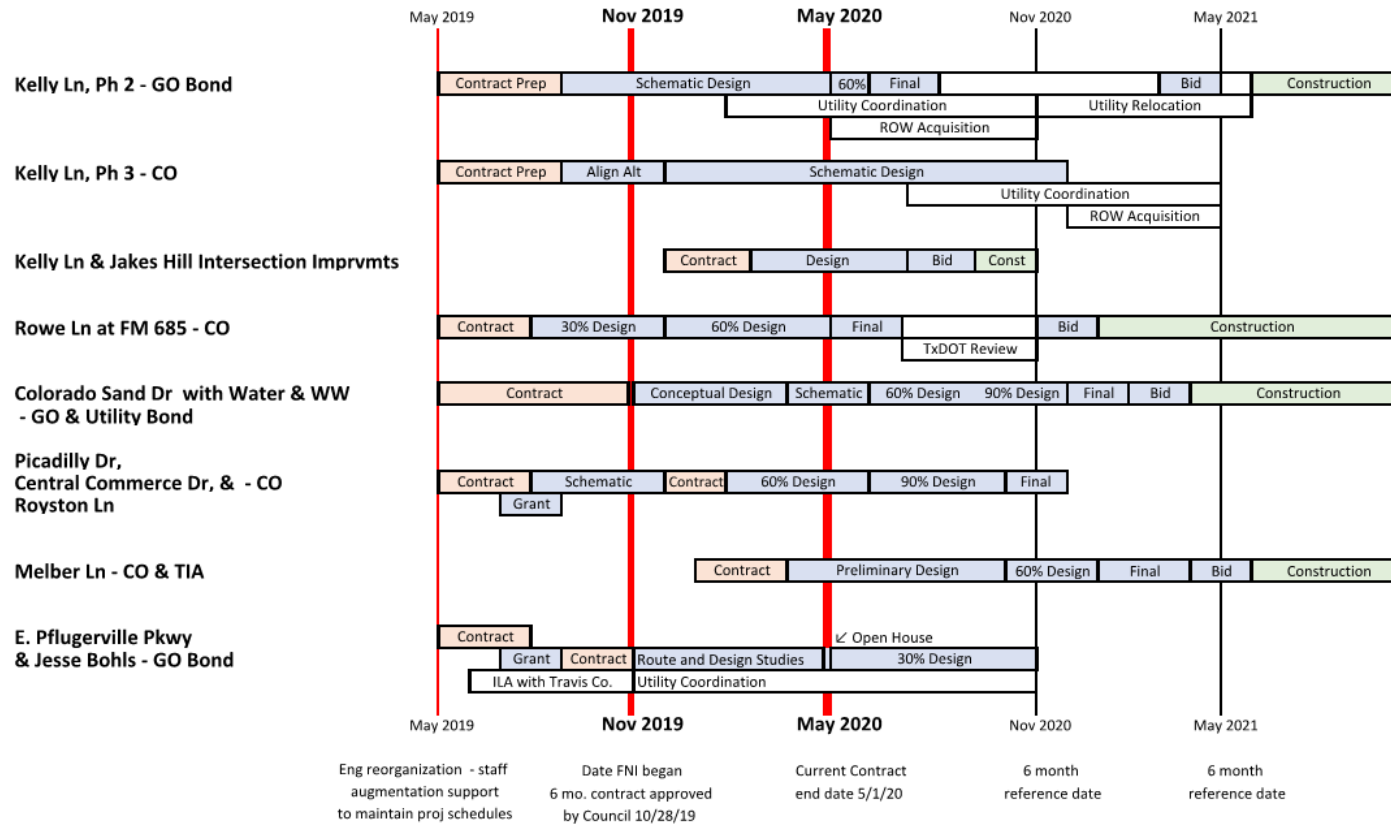
Number of FNI staff providing support

Additional Tasks

- Managing update to City's standard specifications, details, and standard product list
- Construction management and inspection training
- Creation of construction management and inspection documentation templates
- Attend/lead TxDOT/City quarterly coordination meetings
- Preparation of checklists for reviewing design submittals (multiple type of projects – transportation, drainage, utilities)
- Preparation of checklist for reviewing scope and fee proposals
- Speed studies
- TIA reviews
- Cost estimating and project information to support call for projects for inclusion in CAMPO plan
- Cost estimating for a few potential 2020 Transportation Bond projects
- Support for preparation of two BUILD grant applications
- Cost estimating for Downtown Action Plan projects for potential creation of TIRZ No. 2
- Development reviews
- Constructability reviews for two roadway projects prior to bidding

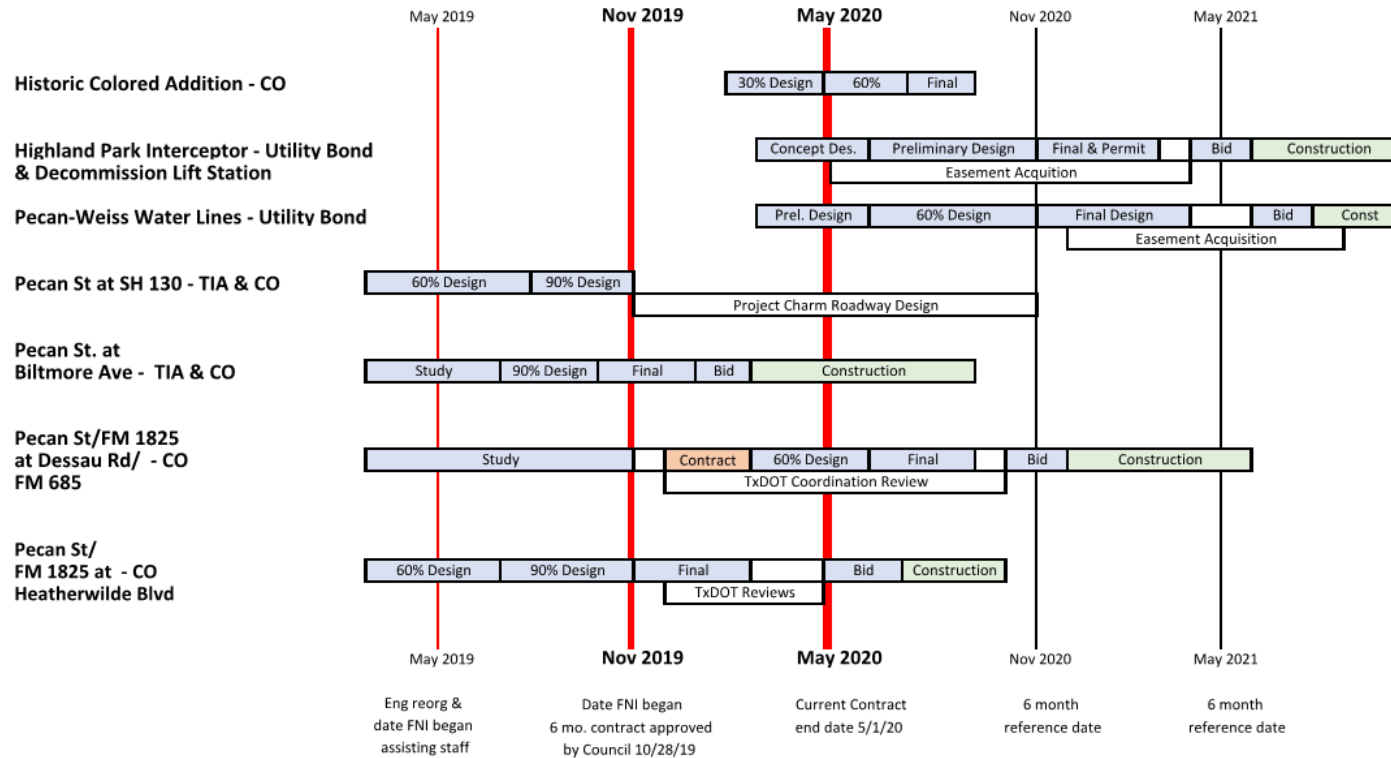


Progress on CIP Projects Managed by Freese and Nichols



NOTE: FNI serving as Project Manager with City Project Manager. City Staff making major decisions

Progress on CIP Projects Managed by Freese and Nichols



Total hours charged to date on November 2019 Staff Augmentation Contract = 536 hrs
 Average hours/week charged (discounting week of Christmas) = 23.3 hrs/wk

NOTE: FNI serving as Project Manager with City Project Manager. City Staff making major decisions