


Program Management Plan Project
for
Capital, Remedial, and Maintenance
Programs


SEMSWA Board Meeting
December 19, 2007



Today's Presentation

- Request For Proposal for Program Management Plan
- Existing Situation
- Why a Program Management Plan is Needed
- Benefits of The Proposed Plan
- Fee Estimate, Schedule, and Staff Involvement
- Sole Source Justification


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Request For Proposal

- Staff Has Prepared a Request For Proposal (RFP) for Program Management Plan
- An RFP Will Result In Delays Due to Process
- An RFP Does Not Guarantee Lower Fee
- The RFP Process Highlights Why The Program Management Plan Is Needed

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Existing Situation

- Capital Projects
 - 100's of Projects Identified in 35 Individual Master Plans - Up to 20 Years Old
- Remedial Projects
 - Approximately 50 to 100 Known Projects, Many More Yet to be Identified
- Maintenance
 - Substantial Infrastructure to "take care of" as Identified and Received From 5 Entities
- All 3 Programs Need Coordination as One Program
 - With Standardized Procedures and Documents


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Why a Program Management Plan is Needed

- Develop Policies and Procedures Including
 - Performance, Standards, Quality Control, Interaction,
 - Annual Programs Update Procedures
- Develop Standardized Documents
- Develop 20-year Master Schedule of Projects
- Develop Financial Management Plan
- Develop Program Validation for Best Bond Rates


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Benefits of a Program Management Plan

- Will Facilitate Good Decision Making with the Right Information
- Implementation of Projects On Schedule for Lowest Cost and Maximum Benefit
- Will allow SEMSWA to Become Pro-active in areas of New Development
- Will Identify, Qualify, and Apply for Funding from other Sources


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Fee Estimate and Schedule

- Fee Estimated at \$261,128
- Schedule:
 - 5 – Year Plan in 3 Months
 - 20- Year Plan in 6 Months
- Scope and Fee Requires Significant Involvement by Staff, Both Upfront as well as Throughout the Contract
 - Approximately 25% of Work By SEMSWA Staff

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Sole Source Justification

- AMEC has Detailed Knowledge of the Information Because of Their Work on Two Previous Projects;
 - Program Development In Fall 2006
 - Development Fee Project
- The Program Management Plan Project is a Continuation of the Development Fee Project AMEC is Currently Doing
- SEMSWA Needs the Results of the First Phase of Project in 3 Months, Allowing Little Time for an RFP Process

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Discussion & Questions

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