

## **22T - FEASIBILITY PROGRAMS AND PROJECT MANAGEMENT**

The USACE's Project Manager (PM) will monitor study progress during the feasibility phase of the project. This includes attendance and participation in study team meetings, public meetings, and any review conferences. In addition, a draft Project Management Plan (PMP) describing the project activities during Preconstruction, Engineering and Design and construction will be prepared by the USACE as part of this work item for submittal with the preliminary draft *Feasibility Report*. Preparation of documents for compliance with Project Management regulations include: annual budget data, fly sheets, and testimony; monthly reporting documents for Project Review Board (PRB) will also be handled by the PM.

St. Johns River Water Management District's (SJRWMD) responsibility for this account includes preparation of reporting documents, attendance at meetings (Executive Committee, PRB, and sponsor's internal meetings), briefings, etc. required to keep higher levels informed of study progress and findings. This account includes the time and effort required to assist the USACE in preparation of the PMP for advanced engineering and design studies.

*Prepare Draft Project Management Plan (PMP)* - During this activity the PM will develop the PMP beyond the feasibility phase based on study results available at that time. This task will require close coordination with the study manager, the study team, and the sponsor. In addition, the construction schedule will be coordinated with Construction-Operations Division, the local sponsor, and other appropriate elements. The draft PMP will be submitted with the preliminary draft *Feasibility Report*.

*Participation in Feasibility Review Conferences (FRC)* - The PM will present the draft PMP at the Feasibility Scoping Meeting and the Alternative Formulation Briefing.

*Revise Draft PMP* - Based upon the review comments received at the FRC and those contained in the Project Guidance Memorandum, the draft PMP will be finalized for approval by the USACE PRB.

*PMP Approved by District PRB* - This activity consists of the PM presenting the PMP to the USACE PRB for approval.

*Project Management* - This activity includes on-going project management responsibilities throughout the feasibility phase of the study. These responsibilities will include ongoing monitoring of the study scope, schedule and cost accounting. Integration and coordination between the study activities and activities related to all other USACE and SJRWMD actions will be included in this activity. The cost associated with this activity includes the tasks described in the opening paragraph of this scope.