

12-665-7362

Project Management - Pre-project checklist

Project Name:

Aronville Park Improvements

Submitted by:

David Thompson

Project Owner:

David Thompson

Expected Project Start Date

August 10, 2015

Expected Project Completion Date

September 30, 2015

Is this project listed on the capital project planning document? (Please check one) Yes ☒ No ☐

If it is on the capital projects planning document, what is the amount listed? 125,000 What year is it listed? FY15

If not, get approval from Mike Thompson to proceed with planning the project.

Mike (Must have Mike initial and date) - Approved to proceed ☐ Not Approved to Proceed ☐

Brief Project Description

Requesting \$29,000 to replace rotten siding, painting and repairing plumbing at outdoor restroom. Additionally requesting \$5,000 to replaster pool bottom due to roughness and injury

Location (Description and tax parcel Identification number(s))

413 6th Avenue Foley AL 36535 PIN 64616

Project type (select one)

- ☒ Building construction or improvement
- ☒ Property improvement (examples: parking lots, pools, playgrounds, ball fields, streetscape, signage, etc.)
- ☐ Infrastructure repair or improvements (example: roads, drainage, right of ways, etc.)
- ☐ Other, Please explain _____

Will this project include grant funds? Yes ☐ No ☒

If yes, please list Grantor _____

Will this project have a third party manager? Yes ☐ No ☒

If yes, please list third party manager _____

Discuss your project with each of the following individuals. You must have initials and date for each section below.

Individual	Department	Documentation Required:
<u>MB 7/9/15</u> Initials & Date Miriam Boutwell	Planning	Review of the desired location & use to determine if the property is correctly zoned; a site plan to check setbacks, etc.; and a record of the Planning Commission recommending approval of the project.
<u>MB 7/9/15</u> Initials & Date Miriam Boutwell	Zoning	
<u>OK 7/9/15</u> Initials & Date Chuck Lay	Building, Flood & Historical	Review of the desired location and desired use to ensure all requirements are met including but not limited to building codes, architect requirements, etc.
<u>CB 7/10/15</u> Initials & Date Nelson Bauer	Fire	Determination of potential needs related to active/passive fire protection, fire department access roads, egress, and all other requirements as determined by the International Codes.
<u>CM 7/8/15</u> Initials & Date Chad Christian	Engineering	Determination of potential need for input from the City engineers.
<u>LB 7/13/15</u> Initials & Date Leslie Gahagan	Environmental	Determination of potential environmental issues or permits.
<u>JM 7/10/15</u> Initials & Date Jessica Middleton	IT/GIS	Determination of IT needs with Jessica such as internet access, networking, phones, security cameras/door access control systems, computers, copiers, etc.
<u>MB 7/13/15</u> Initials & Date Miranda Bell and/or Joe Bouzan	Finance	Budget review and creation of agenda item. Determination of insurance cost to include in budget.

Effective Date May 21, 2015

Estimated capital project cost

Other cost to construct and make operational (please list below:)

\$
 \$
 \$ 75,000
 \$
 \$
 \$ n/A
 \$
 \$ 1,000
 \$
 \$
 \$
 \$
 \$
 \$
 \$
 \$ 75,000

\$ _____
 \$ _____
 \$ _____
 \$ _____

\$ _____

\$ _____

\$ _____

\$ _____

Additional cost to operate

[illegible]

	Phase
one phase pool	
one phase restroom	

	Cost
\$	\$55,000
\$	\$20,000
\$	
\$	75,000

Phase

Cost
75,000

Total cost of all previous phases