	em - r re-pruject encekust		
Project Name:	FBE/CR12 Safety Imp	royements	
Submitted by:	Chad Christian		
Projected Reques	ted by(Mayor, Councilmen		City Council
Project Owner At		Darrell Russell	
Expected Project		5/16/20	
Expected Project	Completion Date:	5/23/20	18
Is this project liste	ed on the capital project pla	maing document?	No* (BKI HSIP Study 400-3020-5131)
What is the amour	ut listed on the capital proje	ret plan?	N/A
What year is it list	ted?		N/A
If not, get approve Mike (Must have i	ni from Mike Thompson to Mike initial and date)	proceed with planning Medicy	the project. They 6/3/18
Brief Project Desc		(Commence Co. Color and an administration of the control of the co	
Design/Construct C	Miset Turn Lanes at FIE/CR	12 with ALDOT HSIP (Grant
10% Match with Co	ontingency \$35,911		
Location (Descript FBE at CR12	tion and tax parcel Identific	ration number(s))	
Project type (selec		***************************************	
	Building construction or	unprovement	and a standard of the Box 11
X	Infrastructure renair or in	campies: parking tots, po	ools, playgrounds, ball fields, streetscape, signage, etc.) oads, drainage, right of ways, etc.)
	Other, Please explain	филусивнія (вханірів; г	oads, trainage, right of ways, etc.)
		<u> </u>	the state of the s
	clude grant funds?	Yes	
If yes, please list Gr	antor:	ALDOT (1819	-
Will this project ha		,	
If yes, please list thi	ive a third party manager? rd party manager	Yes Charles Weber - BK1	
If yes, please list thi	rd party manager	Charles Weber • BK1	d. D. H. MOSW
if yes, please list thi Discuss your project	rd party manager et in detail in a meeting with	Charles Weber - BKI h Joe Bouzan & Miran	da Bell FIRST.
if yes, please list thi Discuss your project	rd party manager et in detail in a meeting wit discussion, this form will be	Charles Weber + BKI in Joe Bonzan & Miran e sent to each person lis	ted below for signature.
if yes, please list thi Discuss your project	rd party manager et in detail in a meeting with	Charles Weber • BKI h Joe Bonzan & Miran e sent to each person lis Department	ted below for signature. Documentation Required:
if yes, please list thi Discuss your project	rd party manager et in detail in a meeting wit discussion, this form will be	Charles Weber + BK1 h Joe Bonzan & Mirane sent to each person lis Department Risk / Project	ted below for signature. Documentation Required: Project management review. Determination of insurance cost to
If yes, please list thi Discuss your project After meeting and a	rd party manager of in detail in a meeting with discussion, this form will be Individual	Charles Weber • BKI h Joe Bonzan & Miran e sent to each person lis Department	ted below for signature. Documentation Required:
If yes, please list this Discuss your project After meeting and a Initials & Date 1B 6/12/18	rd party manager of in detail in a meeting with discussion, this form will be Individual	Charles Weber + BK1 h Joe Bonzan & Mirane sent to each person lis Department Risk / Project	below for signature. Documentation Required: Project management review. Determination of insurance cost to include in budget.
If yes, please list thi Discuss your project After meeting and a	rd party manager et in detail in a meeting with discussion, this form will be Individual Joe Bouzan Miranda Bell	Charles Weber + BK1 h Joe Bonzan & Mirane e sent to each person lis Department Risk / Project Managoment Finance	ted below for signature. Documentation Required: Project management review. Determination of insurance cost to
Hyes, please list thi Discuss your project After meeting and continued intials & Date Initials & Date Initials & Date	rd party manager et in detail in a meeting with discussion, this form will be Individual Joe Bouzan	Charles Weber + BK1 in Joe Bonzan & Mirane e sent to each person lis Department Risk / Project Managoment	Project management review. Determination of insurance cost to include in budget. Budget review and account number assignment.
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Hyes, please list thi Discuss your project After meeting and continued the limitals & Date Initials & Date Initials & Date Initials & Date	rd party manager et in detail in a meeting with discussion, this form will be Individual Joe Bouzan Miranda Bell	Charles Weber + BK1 h Joe Bonzan & Mirane e sent to each person lis Department Risk / Project Managoment Finance	Project management review. Determination of insurance cost to include in budget. Budget review and account number assignment. Review of the desired location & use to determine if the property is
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If yes, please list thi Discuss your project After meeting and of Initials & Date Initials & Date Initials & Date Initials & Date	rd party manager et in detail in a meeting with discussion, this form will be Individual Joe Bonzan Miranda Bell Miriam Boutwell Miriam Boutwell	Charles Weber + BK1 In Jue Bonzan & Mirane e sent to each person lis Department Risk / Project Management Finance Planning Zoning	Project management review. Determination of insurance cost to include in budget. Budget review and account number assignment. 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. Review of the desired location and desired use to ensure all
Hyes, please list thi Discuss your project After meeting and continued the limitals & Date Initials & Date Initials & Date Initials & Date	rd party manager et in detail in a meeting with discussion, this form will be Individual Joe Bonzan Miranda Bell Miriam Boutwell Miriam Boutwell	Charles Weber + BK1 In Jue Bonzan & Mirane e sent to each person lis Department Risk / Project Management Finance Planning Zoning Building, Flood &	Project management review. Determination of insurance cost to include in budget. Budget review and account number assignment. 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. Review of the desired location and desired use to ensure all requirements are met including but not limited to building codes,
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Hyes, please list thi Discuss your project After meeting and of the m	rd party manager et in detail in a meeting with discussion, this form will be Individual Joe Bouzan Miranda Bell Miriam Boutwell Miriam Boutwell FChuck Lay Brad Hall	Charles Weber + BK1 In Jue Bonzan & Mirane e sent to each person lis Department Risk / Project Management Finance Planning Zoning Building, Flood & Historical	Project management review. Determination of insurance cost to include in budget. Budget review and account number assignment. 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. Review of the desired location and desired use to ensure all requirements are met including but not fimited to building codes, architect requirements, etc. Determination of potential needs related to active/ passive fire protection, fire department access roads, egress, and all other
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If yes, please list thi Discuss your project After meeting and of Initials & Date	rd party manager et in detail in a meeting with discussion, this form will be Individual Joe Bouzan Miranda Bell Miriam Boutwell Miriam Boutwell PChuck Lay Brad Hall Chad Christian Leslie Gahagan	Charles Weber + BKI Is Joe Bonzan & Mirane e sent to each person lis Department Risk / Project Management Finance Planning Zoning Building, Flood & Historical Fire Engineering Environmental	Project management review. Determination of insurance cost to include in budget. Budget review and account number assignment. 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. Review of the desired location and desired use to ensure all requirements are met including but not limited to building codes, architect requirements, etc. Determination of potential needs related to active/ passive the protection, fire department access roads, egress, and all other requirements as determined by the International Codes. Determination of potential need for input from the City engineers. Determination of potential environmental issues or permits. Determination of IT needs with Jessica such as internet access, networking, phones, security cameras/door access control systems.
If yes, please list thi Discuss your project After meeting and of Initials & Date	rd party manager et in detail in a meeting with discussion, this form will be Individual Joe Bouzan Miranda Bell Miriam Boutwell Miriam Boutwell PChuck Lay Brad Hall Chad Christian Leslie Gahagan Gary Schrader	Charles Weber + BKI In Jue Bonzan & Mirane e sent to each person lis Department Risk / Project Management Finance Planning Zoning Building, Flood & Historical Fire Engineering Environmental	Documentation Required: Project management review. Determination of insurance cost to include in budget. Budget review and account number assignment. 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. Review of the desired location and desired use to ensure all requirements are met including but not limited to building codes, architect requirements, etc. 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. Determination of potential need for input from the City engineers. Determination of potential environmental issues or permits. Determination of FT needs with Jessica such as internet access, networking, phones, security cameras/door access control systems, computers, copiers, etc.
If yes, please list thi Discuss your project After meeting and a limitals & Date After meeting and a limitals & Date	rd party manager et in detail in a meeting with discussion, this form will be Individual Joe Bouzan Miranda Bell Miriam Boutwell Miriam Boutwell Parad Hall Chad Christian Lestic Gahugan Gary Schrader	Charles Weber + BKI In Jue Bonzan & Mirane e sent to each person lis Department Risk / Project Management Finance Planning Zonling Building, Flood & Historical Fire Engineering Environmental IT / GIS Owner of Project when	Project management review. Determination of insurance cost to include in budget. Budget review and account number assignment. 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. Review of the desired location and desired use to ensure all requirements are met including but not limited to building codes, architect requirements, etc. Determination of potential needs related to active/ passive the protection, fire department access roads, egress, and all other requirements as determined by the International Codes. Determination of potential need for input from the City engineers. Determination of potential environmental issues or permits. Determination of IT needs with Jessica such as internet access, networking, phones, security cameras/door access control systems.

Project Managem	ient - Pre-project checklist	-	
Project Name:	FBE/CR12 Safety Imp	rovements	
Submitted by:	Chad Christian		
	ted by(Mayor, Councilmen		City Council
Project Owner A		Darrell Russell	
Expected Project		5/16/20	
Expected Project	Completion Date:	5/23/20	118
Is this project list	ed on the capital project pla	nning document?	No* (BKI HSIP Study 400-3020-5131)
What is the amount listed on the capital proje			N/A
What year is it lis		•	N/A
	nl from Mike Thompson to Mike initial and date)	proceed with planning	the project.
Brief Project Desc	erlption		
Design/Construct C	Offset Turn Lanes at FBE/CR	12 with ALDOT HSIP	Grant
10% Match with C	ontingency \$35,911		
Location (Description FBE at CR12	tion and tax parcel Identific	ation number(s))	
Project type (selec	Building construction or		ools, playgrounds, ball fields, streetscape, signage, etc.)
X			oads, drainage, right of ways, etc.)
	Other, Please explain		
Will this project in If yes, please list Gr	clude grant funds? antor:	Yes ALDOT HSIP	
Will this project he	ive a third party manager?	Yes	
If yes, please list thi		Charles Weber - BKI	_
	ct in detail in a meeting with discussion, this form will be Individual		
Initials & Date	Joe Bouzan	Management	include in budget.
1B 6/12/18 Initials & Date	Miranda Bell	Finance	Budget review and account number assignment,
initials & Date	Miriam Boutwell	Planning	
Initials & Date	— MINIMIN BOULACH	r ramming	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
	Miriam Boutwell	Zoning	the Planning Commission recommending approval of the project.
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.
Initials & Date			Determination of potential needs related to active/ passive fire protection, fire department access roads, egress, and all other
	Brad Hall	Fire	requirements as determined by the International Codes.
Initials & Date			
	_ Chad Christian	Engineering	Determination of potential need for input from the City engineers.
Initials & Date			
	r 0.1 ·	P	Determination of content of the content of the
Initials 0. Inse	_Leslie Gahagan	Environmental	Determination of potential environmental issues or permits.
Initials & Date			Determination of IT needs with Jessica such as internet access,
Initials & Date	_Gary Schrader	IT / GIS	networking, phones, security cameras/door access control systems, computers, copiers, etc.
Impiano de Dato		Owner of Project when	The person who will own the project when its complete needs to be
Initials & Date		complete	involved with the project from the beginning.

Project Managemen	nt - Pre-project checklist		
Project Name:	FBE/CR12 Safety Impr	ovements	
Submitted by:	Chad Christian		
	d by(Mayor, Councilmem)		City Council
Project Owner Afte		Darrell Russell	
Expected Project St		5/16/201	
Expected Project C	ompletion Date:	5/23/201	8
Is this project listed	on the capital project plan	nning document?	No* (BKI HSIP Study 400-3020-5131)
What is the amount listed on the capital project			N/A
What year is it liste	d?		N/A
	from Mike Thompson to p like initial and date)	proceed with planning t	the project.
Brief Project Descri	iption		
Design/Construct Of	fset Turn Lanes at FBE/CR1	12 with ALDOT HSIP C	Grant
10% Match with Cor	ntingency \$35,911		
Location (Description FBE at CR12	on and tax parcel Identific	ation number(s))	
Project type (select	Building construction or i		
	Property improvement (ex	camples: parking lots, po	ools, playgrounds, ball fields, streetscape, signage, etc.)
X	_Infrastructure repair or im	provements (example: re	oads, drainage, right of ways, etc.)
	Other, Please explain		
Will this project inc	lude grant funds?	Yes	
If yes, please list Gran		ALDOT HSIP	-
Will this and lost have		W.	-
If yes, please list third	e a third party manager?		
if yes, please list third	party manager	Charles Weber - BKI	
	in detail in a meeting with iscussion, this form will be Individual	sent to each person list Department	ted below for signature. Documentation Required:
Initials & Date	_Joe Bouzan	Risk / Project Management	Project management review. Determination of insurance cost to include in budget.
1B 6/12/18 Initials & Date	_Miranda Bell	Finance	Budget review and account number assignment.
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
MB 6 12 18 Initials & Date	Miriam Boutwell	Zoning	the Planning Commission recommending approval of the project.
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.
Initials & Date	Brad Hall	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.
Initials & Date	Chad Christian	Engineering	Determination of potential need for input from the City engineers.
Initials & Date	Leslie Gahagan	Environmental	Determination of potential environmental issues or permits.
Initials & Date	Gary Schrader	IT / GIS	Determination of IT needs with Jessica such as internet access, networking, phones, security cameras/door access control systems, computers, copiers, etc.
Initials & Date		Owner of Project when complete	The person who will own the project when its complete needs to be involved with the project from the beginning.

Project Manag	gement - Pre-project checklist		
Project Name:		ovements	
Submitted by:			
	uested by(Mayor, Councilmeml		City Council
	After Completion:	Darrell Russell	0
	ect Start Date : ect Completion Date:	5/16/201 5/23/201	
Expected 110j	ect Completion Date.	31231201	0
	listed on the capital project plan		No* (BKI HSIP Study 400-3020-5131)
	nount listed on the capital proje	ct plan?	N/A
What year is it	listed?		N/A
	roval from Mike Thompson to p we Mike initial and date)	roceed with planning t	he project.
Brief Project D	Description act Offset Turn Lanes at FBE/CR	12 with ALDOT HSIP G	rant
	h Contingency \$35,911	12 WILLIAM OF TISH O	Idill
maker water transaction	ription and tax parcel Identific	ation number(s))	
FBE at CR12	ription and tax parcel identific	ation number(s))	
	•		
Project type (se		mnravamant	
	Building construction or i		ols, playgrounds, ball fields, streetscape, signage, etc.)
X			ors, praygrounds, barrieds, streetscape, signage, etc.)
**	Other, Please explain	pro (• (•)	
		V	
Will this project If yes, please lis	et include grant funds?	Yes ALDOT HSIP	-
STR. COSTA		ALDOT HISH	-
	ct have a third party manager?	Yes	_
If yes, please lis	t third party manager	Charles Weber - BKI	
Discuss your pr	roject in detail in a meeting with	ı Joe Bouzan & Mirano	la Bell FIRST.
	and discussion, this form will be		
	Individual	Department	Documentation Required:
		Risk / Project	Project management review. Determination of insurance cost to
S. RESPONDED TO 1000 W.	Joe Bouzan	Management	include in budget.
Initials & Date 13 6/12/1	0	77	2.1
Initials & Date	IVIII aliua Dell	Finance	Budget review and account number assignment.
Illitiais & Dat	Miriam Boutwell	Planning	
Initials & Date		Flaming	Review of the desired location & use to determine if the property is
	and and		correctly zoned; a site plan to check setbacks, etc.; and a record of
	Miriam Boutwell	Zoning	the Planning Commission recommending approval of the project.
Initials & Date	e		D. C. C. 1 C. 11 C. 11 C.
		Duilding Elas 1 0-	Review of the desired location and desired use to ensure all
	Chuck Lay	Building, Flood & Historical	requirements are met including but not limited to building codes, architect requirements, etc.
Initials & Date		mountai	are intest requirements, etc.
7.1			Determination of potential needs related to active/ passive fire
√H 6/12	/18		protection, fire department access roads, egress, and all other
, ,	/ ' O n1 III.11	200.00	
Initials & Date	Brad Hall	Fire	requirements as determined by the International Codes.
mittais & Date		Fire	requirements as determined by the International Codes.
milais & Date	е		
Initials & Date	c Chad Christian	Fire Engineering	Determination of potential need for input from the City engineers.
	Chad Christian	Engineering	Determination of potential need for input from the City engineers.
Initials & Date	Chad Christian Chad Christian Leslie Gahagan		
	Chad Christian Chad Christian Leslie Gahagan	Engineering	Determination of potential need for input from the City engineers. Determination of potential environmental issues or permits.
Initials & Date	Chad Christian Chad Christian Leslie Gahagan	Engineering	Determination of potential need for input from the City engineers. Determination of potential environmental issues or permits. Determination of IT needs with Jessica such as internet access,
Initials & Date	Chad Christian Chad Christian Leslie Gahagan	Engineering	Determination of potential need for input from the City engineers. Determination of potential environmental issues or permits.
Initials & Date	Chad Christian E Leslie Gahagan Gary Schrader	Engineering Environmental IT / GIS	Determination of potential need for input from the City engineers. Determination of potential environmental issues or permits. Determination of IT needs with Jessica such as internet access, networking, phones, security cameras/door access control systems, computers, copiers, etc.
Initials & Date	Chad Christian E Leslie Gahagan Gary Schrader	Engineering Environmental IT / GIS	Determination of potential need for input from the City engineers. Determination of potential environmental issues or permits. Determination of IT needs with Jessica such as internet access, networking, phones, security cameras/door access control systems,

	I	Expense - 400-302	20-5139 R41 CONST - Revenue - 400-3020-4200 R41 C
Project Manageme	ent - Pre-project checklist	1	
Project Name:	FBE/CR12 Safety Impr	ovements	
Submitted by:	Chad Christian		
	ed by(Mayor, Councilmem		City Council
Project Owner Aft Expected Project S		Darrell Russell 5/16/20	18
Expected Project C		5/23/20	
	d on the capital project pla		No* (BKI HSIP Study 400-3020-5131)
What year is it list	t listed on the capital proje	ect pian?	N/A N/A
If not, get approva	l from Mike Thompson to p Mike initial and date)	proceed with planning	
	ffset Turn Lanes at FBE/CR	12 with ALDOT HSIP	Grant
10% Match with Co	ontingency \$35,911		
Location (Descript FBE at CR12	ion and tax parcel Identific	cation number(s))	
Project type (select	Building construction or Property improvement (ex	xamples: parking lots, p	ools, playgrounds, ball fields, streetscape, signage, etc.) roads, drainage, right of ways, etc.)
W/201 41.1		V	
Will this project in If yes, please list Gra		Yes ALDOT HSIP	_
			_ ,
	ve a third party manager?	Yes Charles Weber - BKI	_
If yes, please list thin	ru party manager	Charles Weber - BKI	
	ct in detail in a meeting wit		
After meeting and	discussion, this form will be		
	Individual	Department District	Documentation Required:
	Joe Bouzan	Risk / Project Management	Project management review. Determination of insurance cost to include in budget.
Initials & Date	_ Joe Bouzan	Management	mende in budget.
MB 6/12/18	Miranda Bell	Finance	Budget review and account number assignment.
Initials & Date			
	Miriam Boutwell	Planning	Review of the desired location & use to determine if the property is
Initials & Date			correctly zoned; a site plan to check setbacks, etc.; and a record of
	Miriam Boutwell	Zoning	the Planning Commission recommending approval of the project.
Initials & Date	_ William Boutwell	Zonnig	
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.
	_Brad Hall	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.
Initials & Date			
Initials & Date	_ Chad Christian	Engineering	Determination of potential need for input from the City engineers.
	Leslie Gahagan	Environmental	Determination of potential environmental issues or permits.

Gary Schrader

IT / GIS

complete

Initials & Date

Initials & Date

Initials & Date

Determination of IT needs with Jessica such as internet access, networking, phones, security cameras/door access control systems,

computers, copiers, etc.

Owner of Project when The person who will own the project when its complete needs to be

involved with the project from the beginning.

	Ι	Expense - 400-302	20-5139 R41 CONST - Revenue - 400-3020-4200 R41 C
Project Manageme	ent - Pre-project checklist		
Project Name:	FBE/CR12 Safety Impr	ovements	
Submitted by:	Chad Christian		
Projected Request Project Owner Aft	ed by(Mayor, Councilmem)		City Council
Expected Project S	The state of the s	Darrell Russell 5/16/20	118
Expected Project (5/23/20	
		1	
	d on the capital project pla		No* (BKI HSIP Study 400-3020-5131)
What year is it list	it listed on the capital proje	ct pian?	N/A N/A
If not, get approva	l from Mike Thompson to p Mike initial and date)	proceed with planning	
	ffset Turn Lanes at FBE/CR	12 with ALDOT HSIP	Grant
10% Match with Co	ontingency \$35,911		
and the second s	ion and tax parcel Identific	ation number(s))	
FBE at CR12			
Project type (select	Building construction or i Property improvement (ex	kamples: parking lots, p	pools, playgrounds, ball fields, streetscape, signage, etc.) roads, drainage, right of ways, etc.)
Will this pusiest in	aluda ayant funda?	Vac	
Will this project in If yes, please list Gra		Yes ALDOT HSIP	
		536.77%	—
	ive a third party manager?		
If yes, please list this	rd party manager	Charles Weber - BKI	
	ct in detail in a meeting with		
After meeting and	discussion, this form will be		
	Individual	Department	Documentation Required:
	I	Risk / Project	Project management review. Determination of insurance cost to
Initials & Date	Joe Bouzan	Management	include in budget.
MB 6/12/18	Miranda Bell	Finance	Budget review and account number assignment.
Initials & Date			and account named addigments
-	Miriam Boutwell	Planning	Review of the desired location & use to determine if the property is
Initials & Date			correctly zoned; a site plan to check setbacks, etc.; and a record of
	1.0° - D	7	the Planning Commission recommending approval of the project.
Initials & Date	_Miriam Boutwell	Zoning	
Ilitiais & Date			Review of the desired location and desired use to ensure all
		Building, Flood &	requirements are met including but not limited to building codes,
	Chuck Lay	Historical	architect requirements, etc.
Initials & Date			
			Determination of potential needs related to active/ passive fire
	D J. III11	P!	protection, fire department access roads, egress, and all other
Initials & Date	Brad Hall	Fire	requirements as determined by the International Codes.
mitiais & Date			
	_ Chad Christian	Engineering	Determination of potential need for input from the City engineers.
Initials & Date			
LG 6/13/18	Leslie Gahagan	Environmental	Determination of potential environmental issues or permits.

IT / GIS

complete

Gary Schrader

Initials & Date

Initials & Date

Initials & Date

computers, copiers, etc.

Owner of Project when The person who will own the project when its complete needs to be

involved with the project from the beginning.

Determination of IT needs with Jessica such as internet access, networking, phones, security cameras/door access control systems,

Project Managemen	nt - Pre-project checklist		
Project Name:	FBE/CR12 Safety Impr	ovements	
Submitted by:	Chad Christian		
	d by(Mayor, Councilmem)		City Council
Project Owner Afte		Darrell Russell	
Expected Project St		5/16/201	
Expected Project C	ompletion Date:	5/23/201	8
Is this project listed	on the capital project plan	nning document?	No* (BKI HSIP Study 400-3020-5131)
What is the amount listed on the capital project			N/A
What year is it liste	d?		N/A
	from Mike Thompson to p like initial and date)	proceed with planning t	the project.
Brief Project Descri	iption		
Design/Construct Of	fset Turn Lanes at FBE/CR1	12 with ALDOT HSIP C	Grant
10% Match with Cor	ntingency \$35,911		
Location (Description FBE at CR12	on and tax parcel Identific	ation number(s))	
Project type (select	Building construction or i		
	Property improvement (ex	camples: parking lots, po	ools, playgrounds, ball fields, streetscape, signage, etc.)
X	_Infrastructure repair or im	provements (example: re	oads, drainage, right of ways, etc.)
	Other, Please explain		
Will this project inc	lude grant funds?	Yes	
If yes, please list Gran		ALDOT HSIP	-
Will this and lost have		W.	-
If yes, please list third	e a third party manager?		
if yes, please list third	party manager	Charles Weber - BKI	
	in detail in a meeting with iscussion, this form will be Individual	sent to each person list Department	ted below for signature. Documentation Required:
Initials & Date	_Joe Bouzan	Risk / Project Management	Project management review. Determination of insurance cost to include in budget.
1B 6/12/18 Initials & Date	_Miranda Bell	Finance	Budget review and account number assignment.
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
MB 6 12 18 Initials & Date	Miriam Boutwell	Zoning	the Planning Commission recommending approval of the project.
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.
Initials & Date	Brad Hall	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.
Initials & Date	Chad Christian	Engineering	Determination of potential need for input from the City engineers.
Initials & Date	Leslie Gahagan	Environmental	Determination of potential environmental issues or permits.
Initials & Date	Gary Schrader	IT / GIS	Determination of IT needs with Jessica such as internet access, networking, phones, security cameras/door access control systems, computers, copiers, etc.
Initials & Date		Owner of Project when complete	The person who will own the project when its complete needs to be involved with the project from the beginning.

Project Management - Pre-project budget worksheet

Land Acquisition (cost and location)		
	\$	
Hard Cost (building structure, sitework-including utilities, paving, grading, etc., landscaping, furnishings., Soft Cost (Architectural, Engineering, Legal, Geotech. etc.)	\$	299,960.00
Insurance Cost	<u> </u>	26,500.00
Bid Cost	\$	
Other cost to construct and make operational (please list below:)	· · · · · · · · · · · · · · · · · · ·	
	S	
	\$	
		-
Capital Project Subtotal		326,460.00
10% Contingency		32,646.00
Total capital project cost	\$	359,106.00
Estimated Cost - Departmental Capital Purchases to make project operational		
	Š	•
	\$	
	\$	
Total cost departmental capital purchases	\$	*
Estimated Cost - Departmental Small Tools Purchases to make project operational		
	.5	
	\$	
	·	<u> </u>
Total cost departmental small tools purchases	\$	
The second of th	14*	
Total Cost to complete project and make fully operational	\$	359,106.00
Items below are for informational purposes:		
Estimated Future Operating Cost		
Utilities Head count	\$	
Future Insurance	\$	
Additional future equipment (i.e. mowers, tractors, vehicles, etc.)	\$	
Additional cost to operate	\$	
reduising coarty operate	\$	
	\$	
	ф ————————————————————————————————————	
Total estimated future cost to operate	\$,
· ·	q.	
Will the project be completed as one project or will there be phases?		
Please list all phases below with cost of each phase:	7****	
Pluse	h	ost
	\$	
**************************************	\$	
Total cost of all phases	\$	
·	9	*
s this project part of a project with previous cost? (i.e. a phase of a previous City project.)		
Please list all previous phases below with final cost of each phase:		
Phase	C	ost
	\$	
	\$	
	š	The state of the s
Total cost of all previous phases 3	š	•