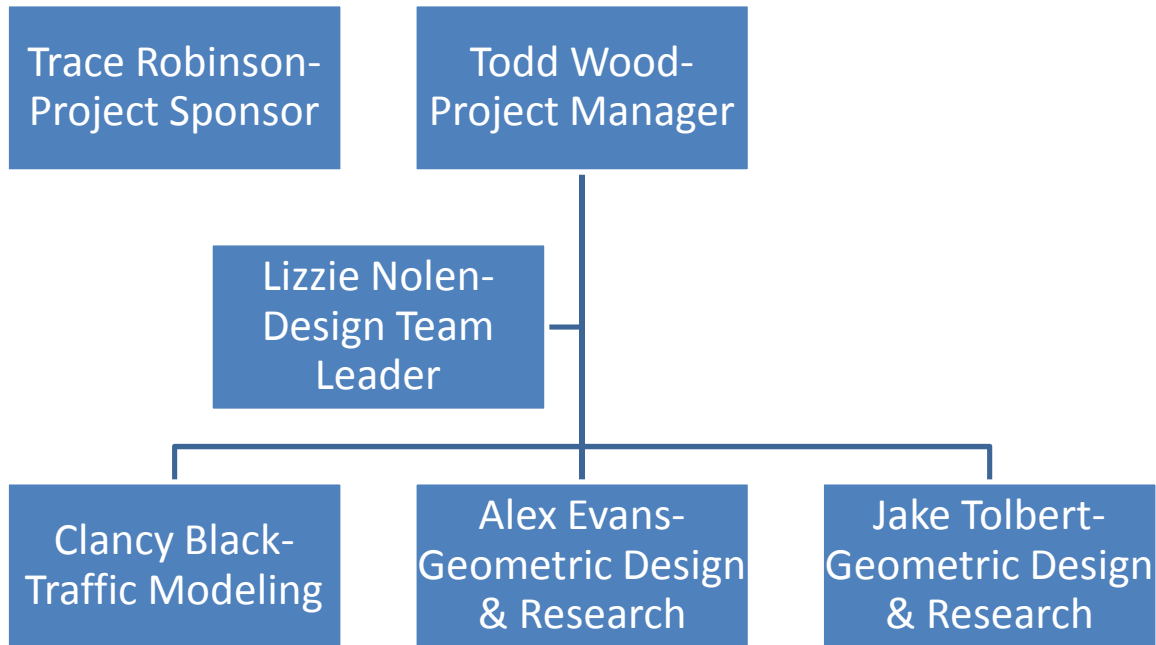


PROJECT MANAGEMENT PLAN

- A. General project information
 - 1. Team vision statement
 - a) To work together effectively as a team in order to provide high quality traffic control design and alternatives analysis.
 - 2. Purpose
 - a) To analyze intersection design in order to provide a safe, functional, and cost effective solution to the city of Riverton.
 - 3. Objective
 - a) To provide Riverton city with an analysis and design of a roundabout to be located at 4570 West and roughly 13000 South.
 - 4. Scope
 - a) The roundabout design will conform to the project constraints provided by Riverton City. These include making sure that the roundabout is an appropriate size and configuration to accommodate traffic volumes, that large vehicles will be able to use the facility, and that it matches the aesthetics of the surrounding community. The roundabout will be designed to function at level of service C. The design will also be adaptable to different roadway alignments and the potential addition of a fourth leg.
- B. Major client, stakeholder, and general information (emails, phone numbers, preferred contact methods and times)
 - 1. Project sponsor information
 - a) Trace Robinson-Todd has his information
 - 2. Mentor (project manager)
 - a) Todd Wood-707-205-7792 (twood0406@gmail.com)
 - 3. Professor
 - a) Dr. Mitsuru Saito - msaito@byu.edu
 - b) Dr. Grant Schultz – gschultz@byu.edu
- C. Organizational structure
 - 1. Organizational chart



2. Project manager
 - a) Todd Wood
 3. Design team leader
 - a) Elizabeth Nolen – Report Preparation
 4. Key disciplines and team members
 - a) Clancy Black – Traffic Modeling
 - b) Alex Evans – Geometric Design & Research
 - c) Jake Tolbert – Geometric Design & Research
- D. Scope of work summary, or work plan
1. Summarize key tasks and subtasks
 - a) Site Evaluation performed 17 Jan 2012
 - b) Met with project sponsor 17 Jan 2012 at Riverton City offices, obtained design constraints and additional project information that has been incorporated into this document
 - c) Research roundabout design standards and design considerations. Develop conceptual design to use in traffic modeling. (Research)
 - d) Synchro modeling (traffic modeling)
 1. Make basic assumptions regarding design and operations based on data from task c.
 2. Analyze design with Synchro
 3. Revise and re-analyze until design is adequate.
 4. Analyze alternative intersection designs as possible
 - e) Final geometric design using AutoCAD Civil 3D (Geometric Design)

1. Produce an AutoCAD drawing to scale showing basic dimensions and alignments. This is a conceptual design that Riverton City will use in future detailed design of roundabouts.
 2. Devise a striping and signage plan for use with the roundabout
 - f) Final Project report
 2. Show relationships of tasks to key disciplines
 - a) See parenthesis next to each key task
 3. Necessary technical advice (professor help, mentor help)
 - a) Dr. Schultz – Trip generation, traffic flow analysis
 - b) Dr. Saito – Civil 3D, geometric design
 4. Other materials and resources (site visits?) required
 - a) Site visit
 - b) Technical articles concerning roundabout design
 - c) Synchro software
 - d) AutoCAD and Civil 3D software
 - e) AASHTO Green Book
 - f) Highway Capacity Manual
 - g) HCS+ 2010
- E. Project schedule
1. Planned schedule of activities
 - a) Site evaluation, sponsor meeting – Jan 17
 - b) Analyze data and conduct research – Jan 18 to Feb 7
 - c) Synchro modeling – Feb 8 to Feb 20
 - d) 50% report – Feb 21 to Feb 27
 - e) AutoCAD and Civil3D design work – Feb 28 to Mar 19
 - f) Final report and presentation preparation – Mar 20 to Apr 6
 2. Flow chart (critical path, gantt chart, etc.) – See Below

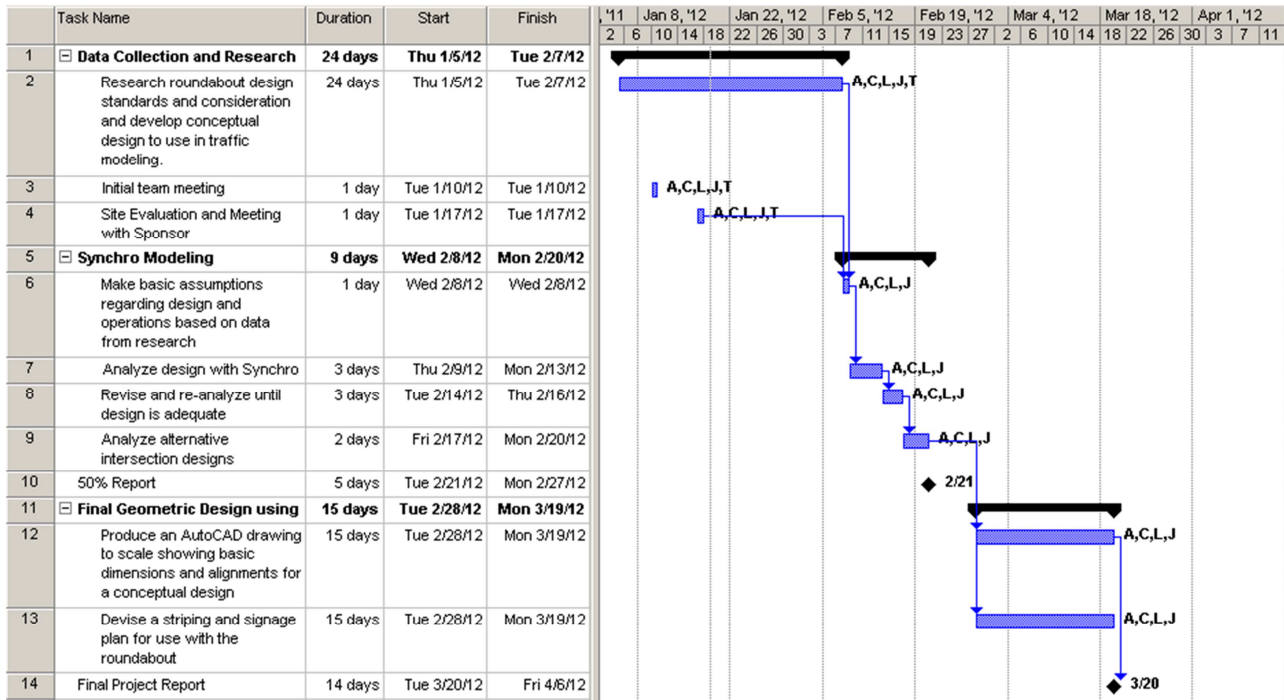


Figure 1. Gantt Chart.

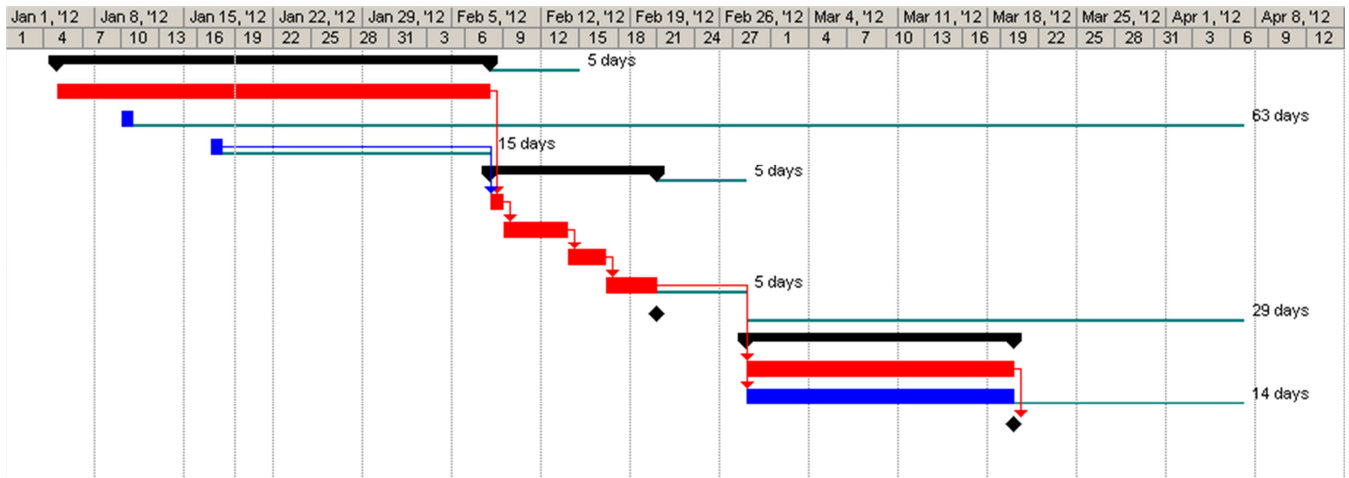


Figure 2. Critical Path.

3. Responsibility matrix-See flowchart under organizational structure
- F. Project budget
1. A summary table showing project team names, hours, any other resources (posters, travel, etc.) required.
 - a) See attached page
- G. Communication plan
1. Hours each member plans to work during the week (regular schedule)
 - a) Each member will work 6 hours a week
 1. The team will meet for 3 hours on Tuesday, 1-4
 2. Each team member will work individually on Thursday, 3-6
 2. Method of weekly accounting of time and effort and how it will be reported to your PM.
 - a) The hours worked are written in an excel spreadsheet in a groups folder that Todd has access to. In the excel sheet there are columns that indicate what was accomplished the last week and the goals for the coming week.
 3. Project team meeting time/place.
 - a) The team will meet in the Fletcher Building from 1-4 on Tuesdays.
 4. Any other information that will help keep your team organized and on task
 - a) Emails will be sent as needed between team members.
 - b) During the weekly team meetings individual tasks will be assigned and then reported on during the next team meeting.

Budget

Project Phase	Dollars/Hour	Hours	Total
Site Evaluation/Sponsor Meeting			
Project Team Manager	\$60.00	4	\$240.00
Traffic Modeling Engineer	\$50.00	4	\$200.00
Geometric Design Engineer	\$40.00	4	\$160.00
Geometric Design Engineer	\$40.00	4	\$160.00
Total			\$760.00
Data Analysis and Research			
Project Team Manager	\$60.00	18	\$1,080.00
Traffic Modeling Engineer	\$50.00	18	\$900.00
Geometric Design Engineer	\$40.00	18	\$720.00
Geometric Design Engineer	\$40.00	18	\$720.00
Total			\$3,420.00
Synchro Modeling			
Project Team Manager	\$60.00	9	\$540.00
Traffic Modeling Engineer	\$50.00	9	\$450.00
Geometric Design Engineer	\$40.00	9	\$360.00
Geometric Design Engineer	\$40.00	9	\$360.00
Total			\$1,710.00
AutoCad and Civil 3D Design Work			
Project Team Manager	\$60.00	15	\$900.00
Traffic Modeling Engineer	\$50.00	15	\$750.00
Geometric Design Engineer	\$40.00	15	\$600.00
Geometric Design Engineer	\$40.00	15	\$600.00
Total			\$2,850.00
50% and Final Report Presentation Preparation			
Project Team Manager	\$60.00	18	\$1,080.00
Traffic Modeling Engineer	\$50.00	18	\$900.00
Geometric Design Engineer	\$40.00	18	\$720.00
Geometric Design Engineer	\$40.00	18	\$720.00
Total			\$3,420.00
Team Meetings			
Project Team Manager	\$60.00	16	\$960.00
Traffic Modeling Engineer	\$50.00	16	\$800.00
Geometric Design Engineer	\$40.00	16	\$640.00
Geometric Design Engineer	\$40.00	16	\$640.00
Total			\$3,040.00
Grand Total			\$15,200.00

Elizabeth Nolen

Clancy Black

Alex Evans

Jake Tolbert