

## Takoma Aquatic Center- HVAC and Roof Upgrades

### Project Management Plan

- I. Project Execution
  - a. HVAC Replacement- Basis of Design
  - b. Roof Replacement- Basis of Design
  - c. DGS Coordination
  - d. FMD Coordination and Training
  - e. Community Input and Notifications
- II. Schedule
  - a. Overall Project Schedule
  - b. Detailed Timelines for Equipment Procurement and Installation
    - i. Early Release Item Requirements
  - c. Detailed Timelines for Permits
  - d. Aquatic Center Closure Dates
  - e. Recreation Center Closure Dates
- III. Budget
  - a. Design to Budget
  - b. Additional Alternates
- IV. Construction
  - a. Safety Plan
  - b. Permit Process
  - c. Groundbreaking
- V. Closeout
  - a. FMD Training
  - b. Turnover of As-Builts and Warranty Documents
  - c. Start Up