

HONOLULU RAIL TRANSIT PROJECT

DATE: Sept. 26, 2008

PMOC WORKSHOP (Week of Sept. 8th to 12th) ACTION ITEMS						
No.	Description	Responsible Party		Target Date	Actual Date	Comments
1	Consolidation of schedule	GEC	Jerry Gill	19-Sep-08	09/20/08	Basis of schedule posted on 9/20/08 and updated version posted on 9/23/08
2	Update PMP (including staffing plan)	City	Simon Zweighaft	03-Oct-08		
3	Develop Project Development Plan	City/GEC	Simon/Jim Van Epps	Oct-08		
4a	General Conditions for DBB	City	Phyllis Kurio	19-Sep-08	09/18/08	Also can be found at: http://www.honolulu.gov/pur/index.htm
4b	General Conditions for DB	City	Phyllis Kurio	26-Sep-08		
5	Cost estimates: 1992 utility	GEC	Jim Baig	12-Sep-08	09/19/08	Hard copy mailed via FedEx to Tim Morris in Dallas on 9/19/08. Includes Volumes 1 & 4. No information available on Volumes 2 & 3.
6	Cost estimates: at-grade station	GEC	Jim Baig	19-Sep-08	09/19/08	Refer to Jim Baig to Jim Dunn memo dated Sept. 19, 2008
7	Segregate final design costs between DB and DBB	GEC	Jim Baig	19-Sep-08	09/19/08	
8	PE forecast to complete (segregate EIS and PE phase)	GEC	Jerry Gill	19-Sep-08	09/20/08	
9	Electronic color copy of updated staffing chart	City	Simon Zweighaft	19-Sep-08	09/15/08	
10	Original durations - explain what percentage is latent contingency	GEC	Jerry Gill	19-Sep-08	N/A	No latent contingency can be identified at this time.
11	Provide DB guidance regarding release of RFP (update on 2003 guidance)	FTA	Kim Nguyen	19-Sep-08	N/A	No updates available at this time. The 2000 Interim Guidance on Design-Build Project Delivery and the 2003 Management Guidelines are still governing. Refer to: http://www.fta.dot.gov/publications/circulars/leg_reg_4191.html (Interim Guidelines) and http://www.fta.dot.gov/funding/oversight/grants_financing_3875.html (2003 Management Guidelines)
12	SSOA	FTA	Ed Carranza	19-Sep-08		
13	Update GEC Risk Register	GEC	Jim Dunn	19-Sep-08	09/12/08	
14	Preliminary list of Master Project Schedule revisions	PMOC-Jacobs	Charles Neathery	15-Sep-08	09/11/08	
15	Guidance in the preparation of a Project Development Plan	PMOC-Jacobs	Doug Campion	19-Sep-08		
16	Copy of Exhibit A and colored alignment drawings to FTA - Washington & Region	City	Harvey Berliner	18-Sep-08	09/16/08	Date mailed via DHL