

Project: Construction of 4 Pickleball Courts (Maximum cost approximately \$150,000, \$80,000 currently raised)

1. Initiation Phase:

- Construction of 4 pickleball courts to be installed in the City of Lead.
- Job expected to start in May of 2024 and to be finished before July 4th, 2024.
- Construction of a 5-inch-thick pad with cable tension installed.
- Installation of sleeves, posts, and the net for each court.
- Surfacing/painting of all 4 courts to be done.
- Mr. Brad Meyer has donated \$75,000 towards all construction costs.
- The city will accept bids for the concrete, sleeves, posts, nets. Expected cost is approximately \$121,000.
- The city will accept bids to surface all four pickleball courts for approximately \$24,000.
- The city will purchase benches for approximately \$5,000.

2. Planning Phase:

- The city crew will spend a week preparing the area for the concrete work (done). Following this, the winning concrete bidder will take over, dedicating approximately three weeks to establish the site, pour a 5-inch-thick concrete pad, and install sleeves, posts, and nets for the four pickleball courts. Once the concrete bidder completes its' phase, the surface/painting bidder will step in to surface all four courts, with an estimated timeframe of about two weeks.
- Approval and permitting will be taken care of as the work is being done for the city.

3. Execution Phase:

- **Concrete Foundation:**
 - Hire and coordinate with the winning concrete work bidder.
 - Ensure installation of a 5-inch-thick concrete pad with cable tension/vapor barrier.
 - Supervise the installation of sleeves, posts, and nets.
 - Manage payment plan with the winning concrete bidder.
- **Court Surfacing:**
 - Hire and coordinate with the winning surfacing/painting bidder.
 - Ensure the surfacing/painting of all 4 pickleball courts.
 - Manage payment plan with the winning surfacing/painting bidder.

4. Monitoring and Controlling Phase:

- Regularly inspect the construction progress.
- Address any issues or changes in scope.
- Ensure quality control during construction.

5. Contingency Plan Phase:

- **Weather Contingency:**
 - **Risk:** Unforeseen weather conditions, such as heavy rain, could delay outdoor construction activities.
 - **Contingency:** Build flexibility into the schedule to accommodate weather-related delays. There will be tarps and concrete blankets on hand.

- **Supply Chain Disruptions:**
 - **Risk:** Delays or disruptions in the supply chain for concrete or surfacing materials.
 - **Contingency:** Identify alternative suppliers and maintain open communication to anticipate and address potential delays. We will have a backup source for critical materials.
 - **Construction Crew Availability:**
 - **Risk:** Unforeseen issues leading to unavailability of the construction crew.
 - **Contingency:** Establish clear communication channels with the construction crew and have backup resources identified. Cross-train key personnel to cover critical roles.
 - **Changes in Scope:**
 - **Risk:** Client or stakeholder requests for changes in project scope.
 - **Contingency:** Clearly define change management procedures. Assess the impact of changes on the schedule and budget before implementation. Obtain written approval for any scope changes.
 - **Quality Control Issues:**
 - **Risk:** Discovering quality issues during or after construction.
 - **Contingency:** Implement regular quality control checks throughout the construction process. Have a plan for swift correction of any identified issues.
 - **Budget Overruns:**
 - **Risk:** Unexpected additional costs beyond the allocated budget.
 - **Contingency:** Regularly monitor expenses and compare them to the budget. Have a contingency fund set aside for unforeseen costs. Obtain approval for any budget adjustments.
 - **Communication Breakdown:**
 - **Risk:** Breakdowns in communication among team members, stakeholders, or contractors.
 - **Contingency:** Establish a robust communication plan. Regularly scheduled updates and a centralized communication platform can help ensure everyone is informed.
 - **Health and Safety Concerns:**
 - **Risk:** Health and safety issues arising during construction.
 - **Contingency:** Prioritize and enforce safety protocols. Have a well-defined emergency response plan in case of accidents or health emergencies.
 - **Legal and Regulatory Compliance:**
 - **Risk:** Unforeseen legal or regulatory issues.
 - **Contingency:** Regularly review and update the project plan to ensure ongoing compliance. Have legal counsel available to address any unexpected legal challenges.
6. **Closing Phase:**
- Obtain final approvals and sign-offs.
 - Complete any remaining payments.
 - Document and archive project information.
 - Celebrate the successful completion of the pickleball courts!