

## Project Overview

### LAYOUT

- Estimates
- Budget
- Cost Center
- Admin
- Planning
- Financial
- E & E
- Operations
- CAD
- Acct Status
- Contracts

### GoTo

- O&M
- PAD
- Project Summary
- PO/CO
- Budget Revision
- Abatement by Building
- Forms
- Reports

Planning #

Project #

Project Cat  1  2  3  4

Oversight

Project Area  (sq ft)

Assigned To

Planner

Operations/FOE

E&E

PM

Fin Coordinator

**Administrative**

Project Facility / Portfolio

Project Title

Project Objective

Project Description

**BUDGET**

Potential:

Planned

Original Authorization

Projected Budget

Approved Adjusted

**PROJECT DATES**

Initiation:

Initial Target Approval:

Initial Target Completion:

**LOCATIONS**

| LOC    | Primary  |
|--------|--|
| 800000 | <input checked="" type="checkbox"/> Administrative |
|        | <input type="checkbox"/>                           |

**DOCUMENTS** Select pdf. to view document

Drawer #  Date Archived

File Path  Copy & paste to view documents folder

RFP/RFQ's  Study  A/E

CM

PAD

Report  (Final Capital Report)

**ESTIMATES**

| Title | Total | Rev. |
|-------|-------|------|
|       |       |      |
|       |       |      |
|       |       |      |

### DASHBOARD INFORMATION / UPDATES

Current Phase:

SAFETY BUDGET SCHEDULE SCOPE QUALITY CM CONTINGENCY

| SCHEDULE:   | APPROVED BUDGET:                            | FORECAST:                              |
|---|---|--|
| Design Start: <input type="text"/>                  | Construction <input type="text"/>           | Construction <input type="text"/>      |
| Design Complete / Const. Docs: <input type="text"/> | Soft Costs <input type="text"/>             | Soft Costs <input type="text"/>        |
| Construction Start: <input type="text"/>            | Project Contingency <input type="text"/>    | Risk <input type="text"/>              |
| Occupancy/Completion: <input type="text"/>          | Enabling Projects <input type="text"/>      | Enabling Projects <input type="text"/> |
|   | Total <input type="text"/>                  | Total <input type="text"/>             |
|   | Original Authorization <input type="text"/> | Over/Under <input type="text"/>        |

(Note: These numbers are from the Dashboard Manual Report)

**PROJECT OBJECTIVE**

**PROJECT UPDATES**

**BID / RFP / STUDY LIST**

| Type             | Bid Description | Date Due |
|------------------|-----------------|----------|
| A/E RFP          |                 |          |
| Construction Bid |                 |          |
| Bidder's         |                 |          |
| Design/Build RFP |                 |          |
| Bidder's         |                 |          |

**CONSTRUCTION CHECK LIST**

CONTRACTS (executed only)

- B101, B102 Architect / Special Services Contract Signed [GoTo Contracts](#)
- A141 Design Contract Signed # of Contracts Written
- A107, A133 Construction Contract Signed 1
- Pre-Construction Coordination / Kickoff Meeting Date:
- Work Orders Submitted for Kickoff meeting
- CIS Communication Work Order Form
- EH&S Checklist Date
- GoTo EH&S Checklist
- Permits Granted
- GoTo/Create City Of Providence Permits & Fees
- GoTo/Create Notification Of Construction
- Notification of Construction Description Date
- 
- 
- Emergency Protocol Contact List