

SOUTH FLORIDA WATER MANAGEMENT DISTRICT



Project Charter

The project charter is a document that authorizes the manager to apply organizational resources to project activities and to proceed with finalizing the project scope and developing the project plan.

Program: CA07 - Capital Improvement

Project SAP PS ID 100016

Project Title: C-4 Canal Bank Improvements

Project Manager: Jorge A. Jaramillo

Project Sponsor(s): Larry Carter

Mandate(s): SFWMD Strategic Plan 2009-2019

Level of Empowerment:

This Project Charter is a document that authorizes the project manager to apply organizational resources to project activities and to proceed with executing and controlling the project plan.

Approvals:



Larry Carter, O&M Project Sponsor

1/26/10

Date



Doug Bergstrom, O&M Program Manager

1/26/10

Date

Tom Teets, Policy & Coordination Department Director

Date

Jeff Kivett, Engineering Department Director

Date

Ulrich Cordon, Construction Department Director

Date

Revision Sheet

Release No.	Date	Revision Description
<i>Rev. 0</i>	07/25/2008	Project Charter Template
<i>Rev. 1</i>	11/25/2009	Amended Project Charter
<i>Rev. 2</i>		
<i>Rev. 3</i>		

TABLE OF CONTENTS

Project Team	4
Project Management Oversight Team	5
Project Location	5
Project Scope.....	5
Project Goals/Objectives.....	8
Project Justification	8
Project Deliverables	8
Preliminary Methodolgy.....	9
Business Area Involved.....	9
Funding/Costs/Resources	9
Assumptions	10
Constraints.....	10
Other Roles and Responsibilities	10

PROJECT TEAM

The project team is the list of team members directly supporting the project and may be responsible for developing the strategies to deliver the project such as developing the plan elements, including WBS, schedule, resource requirements, and skills.

Name	Title	Role
John Shaffer	Planning Phase Project Manager & Project Coordination	Manage Planning Phase
Jorge Jaramillo	Design Phase Project Manager	Manage Design Phase
TBD	Construction Phase Project Manager	Manage Construction Phase
Robert Taylor	Tech Prog. Specialist - Senior	Environmental Support
Jose Guardiario	Chief Engineer	Geo-technical Investigations
Wanda Caffie-Simpson	Real Estate Lead	RE Certification, and Acquisition
Ruben Arteaga	Project Manager	Modeling
Barbara Katz		Temporary Const. Easements/MOU Coordination
Ralph Diaz	Land Management Specialist Lead	Easements
Jorge Patino	Division Director	Right-of-Way
Lucia Perez	Intergovernmental Proj/Water Res Manager Staff – Miami Dade Regional Service Center	Intergovernmental Coordination
Joseph Jean Baptiste	Communication/Outreach Media Specialist – Miami Dade Regional Service Center	Public Outreach / Media
Ed Hernandez	Director Service Center	Intergovernmental Coordination
Georgia Vince	Section Leader	Permitting
Sean Williams	Section Leader	Technical Reviews
Greg Cantelo	Division Director	Technical Services/ Design
Tanya Barnes	Engineer Staff	Design
Raymond Sciortino	Project Engineer	Design/External
Keith Williams	Sr. Attorney	Legal Issues
Northon Jocelyn	Lead Mechanical Engineering	O&M Tech. Support/Coordination
Lucine Dadrian	Lead Engineer	O&M Canal Program Lead
Fred Remen	Dept. Director – South Field Operations	O&M Coordination
Larry Robinson	Director Field Station	O&M Coordination

Johanna Labrada	Contract/Compl Spec. Lead	Procurement Packages
-----------------	---------------------------	----------------------

PROJECT MANAGEMENT OVERSIGHT TEAM

The oversight team provides guidance to the project manager. This team is responsible for approving policies, plans, standards, and procedures including quality assurance, risk management, and performance measurement plans. The oversight team approves changes, monitors performance and assists the project manager in resolving issues escalated by the project manager. If applicable, identify the name(s), role(s), and responsibilities of the Project Oversight Team. The form may be modified to meet additional needs.

Name	Role	Responsibility
Larry Carter	Asst. Deputy Exec. Director	Project Sponsor
Jeff Kivett	Engineering Dept. Director	Provides Direction to design team
John Dunnuck	Business Services Director	Manage Program
John Mitnik	Engineering Dept. Division Director	Manage Design staff
Ulrich Cordon	Construction Dept. Director	Manage Construction staff
Thomas Teets	Planning & Policy Dept. Director	Project Controls

PROJECT LOCATION

Southwest Miami-Dade County – North side of C-4 Canal along Tamiami Trail (SR41) between Florida's Turnpike and SW 132nd Avenue and Palmetto Expressway and SW 107th Avenue. See attached map.

PROJECT SCOPE

As part of the C-4 Canal Flood Protection Project, the South Florida Water Management District (SFWMD) will continue with the construction of flood protection walls along sections of unincorporated Miami-Dade County and the City of Sweetwater. The SFWMD will construct a floodwall in segments on the north bank of the C-4 Canal between Palmetto Expressway and 107th Avenue and between Florida's Turnpike and 132nd Avenue. The flood protection walls will contain canal waters at a uniform elevation of 8 feet NGVD 29 along the north bank of the C-4 Canal, providing residents of the basin with improved flood protection. Dredging upstream and downstream of S-25B is also included in the design and construction of this project.

Background:

The C-4 Canal conveys storm water by gravity from west to east along its entire length and discharges to the Miami River, which flows into Biscayne Bay and then out to sea. The original drainage system within the C-4 Canal Basin was not designed to accommodate the population that currently resides in this low-lying area. Therefore, Water Managers recognized a need for major system improvements.

The C-4 Canal Flood Protection Project was created in response to local flooding from Hurricane Irene in 1999 and the “No Name Storm” in 2000. It is a \$42 Million multi-phase project and includes the completed \$27 million 900-acre Emergency Detention Basin in West Miami Dade, the Sweetwater Linear Park Flood Protection Improvements, the S-25B Forward Pump Station, the S-26 Pump Station and a \$4 Million dredging project. The overall project is providing improved flood protection to 500,000 residents and to 5,000 homes and businesses.

Planning:

There is no planning document developed for this project. The project will need to move forward following a parallel multi-track process that needs to be coordinated very closely among the various disciplines. By doing so, the team will be able to identify segments of the floodwall or portions of the project that could be designed and constructed in a relative short time frame, while information necessary for the implementation and execution of other segments of the project is obtained in order to develop design packages for construction.

In the interim, the following information is required to begin the design and construction phases as quickly as possible:

- Develop a map of the entire project area between Palmetto Expressway and SW 132nd Avenue. This map will be used to identify “quick starts” and to mark-up, illustrate and define project areas where there are easements and land acquisition issues.
- Conduct inventory of existing surveys between Palmetto Expressway and SW132nd Avenue and identify data gaps.
- Issue Survey Work Order
- Develop a schedule for Right-of Way clearing.

Engineering Design:

The Everglades Restoration & Capital Projects Engineering Department (ERCP) will provide Project Management Services to prepare construction drawings and specifications for the floodwall segments and dredging components of the C-4 Canal Flood Control project that have not been completed in previous phases. The goal is to begin construction in FY10 by identifying a segment of the floodwall that currently has

sufficient information (survey, real estate, modeling, etc), so that the design team can expedite the design of this initial effort. The design will be such that it can be easily modified if subsequent modeling shows a different need to provide flood protection.

Additionally, the ERCP will provide support during permitting, the bid solicitation process, and during construction.

The following design work is proposed for completion in FY10 and is contingent on obtaining all the necessary construction easements and permits:

- Issue work order to complete Hydrographic Survey of the C-4 Canal
- Issue work order to complete Survey
- Issue work order to complete Geotechnical Investigations
- Prepare design package for the floodwall segment between SW 92nd Avenue to SW 94th Avenue (0.25 miles – quick start)
- Start dredging design upstream of S-25B
- Submit permit application for dredging upstream of S-25B
- Extend existing permit for dredging downstream of S-25B

The following design work is proposed for FY10 thru FY12 and is contingent to obtaining all the necessary construction easements and permits:

- FY10: Prepare revised design package for the Sweetwater Segment (SW 97th Avenue to SW 107th Avenue)
- FY11: Prepare design package for Belen Phase 2 (SW 122nd Avenue to SW 132nd Avenue)
- FY11: Prepare design package for dredging upstream and downstream of S-25B

Construction:

The Everglades Restoration & Capital Projects Construction Department will manage the construction of the C-4 Canal Flood Control Project.

The following segments are proposed for construction in FY10 thru FY12.

- FY10: SW 92nd Avenue to SW 94th Avenue (0.25 miles – quick start)
- FY11: Sweetwater Segment (SW 97th Avenue to SW 107th Avenue)
- FY12: Belen Phase 2 (SW122nd Avenue to SW 132nd Avenue)
- FY12: Dredging upstream and downstream of S-25B

The construction of the floodwall between SW 97th Avenue to Palmetto Expressway (Palmetto Segment) is contingent on funding and the acquisition of Construction Easements, which is anticipated to be completed sometime between FY11-12. The

following construction work has been identified for FY13 and subsequent years if necessary.

- FY13: Finish Dredging upstream and downstream of S-25B, if necessary
- FY13: Start construction of Palmetto Segment.

Other Project Support Groups:

The following work is required by the supporting groups:

- IMC: Complete Modeling Phase 1 by February 2010
- IMC: Complete Modeling Phase 2 by April 2010
- O&M: Provide notices and clear right-of-way prior to issuance on construction contracts
- O&M : Obtain Construction Easements – Palmetto Segment by Q4 FY12
- O&M: Obtain Construction Easements Misc. Segments (as needed)
- Office of Counsel: Complete MOU and provide legal support
- Miami Dade Service Center: Coordinate Workshop Scada System. Assist on various Intergovernmental Activities.
- Miami Dade Service Center: Obtain sign-off of MOA by municipalities for operations.
- Permitting Section: Obtain Construction Permits.

PROJECT GOALS/OBJECTIVES

The objective of this project is to construct a floodwall along the northern bank of the C-4 Canal to raise the top bank to 8-feet NGVD29. Modeling of the C-4 Canal basin by the engineering firm of Post Buckley, Schuh and Jernigan (PBS&J) provided the design input for the wall height, which varies from 18 to 24 inches above existing grade. This floodwall will provide improved flood protection to the residents of Sweetwater and Unincorporated Miami Dade County.

PROJECT JUSTIFICATION

The C-4 Canal Flood Control project was created by the SFWMD in response to local flooding from Hurricane Irene in 1999 and the “No Name Storm” in 2000.

PROJECT DELIVERABLES

Project Deliverables and milestones include the following:

- Resolve all right-of-way and easement issues along the project footprint.

-
- Conduct Workshop to identify the monitoring needs of the Operations groups and costs associated with scada system.
 - Complete Modeling Phases 1 and 2
 - Complete final design plans and specification packages.
 - Obtain all construction permits, as required.
 - Complete bid solicitation process.
 - Complete construction for all phases
 - Complete and execute Memorandum of Understanding (MOU).

PRELIMINARY METHODOLOGY

The Project Manager will assist in the development of each deliverable by facilitating the various groups required to complete the tasks.

BUSINESS AREA INVOLVED

This project will be implemented across SFWMD matrix organizational lines. While virtually all business areas will have some minimal involvement, the principal departments/ business areas involved are:

1. Everglades Restoration Policy & Coordination
2. Everglades Restoration Engineering
3. Everglades Restoration Construction
4. Real Estate
5. Permitting
6. Procurement
7. Operations and Maintenance
8. Environmental Resource Assessment
9. Intergovernmental Programs

FUNDING/COSTS/RESOURCES

Funding Source: Operations & Maintenance

Estimated Design Costs: \$2.3± Million

Estimated Construction Costs (includes contract costs for construction (per Project Charter), testing, EDC & CM):

- Belen Phase 1: \$1.5 Million - (Complete)
- Belen Phase 2: \$4.6 Million - (122nd Ave. to 132nd Ave.)
- Sweetwater/ Miami \$4.6 Million - (107th Ave. to 97th Ave.)

-
- Palmetto: \$9.2 Million – (97th Ave. to Palmetto Expressway)
 - Dredging: \$4.0 Million
 - EDC and CM: \$3.5 Million

TOTAL: \$26.5± Million

ASSUMPTIONS

1. Staff can generally be made available when needed.
2. Assumes the project remains a priority to the SFWMD.
3. The SFWMD will provide 100% of the funding to begin construction of each component of the project.
4. Modeling is completed in a timely manner to support design.
5. Right-of-way clears construction easement in timely manner.
6. Full cooperation by other Intergovernmental entities.
7. Funding is available.

CONSTRAINTS

1. Construction Easements
2. Execution of MOU's
3. Technology used to build the floodwall

OTHER ROLES AND RESPONSIBILITIES

The **Project Sponsor** is responsible for:

- Communicating District objectives
- Providing a focal point to resolve issues escalated from the management oversight and guidance to the project manager

The **Project Manager** is responsible for:

- The project's overall performance and success
- Approving policies, processes, and procedures developed by project team members
- Being the focal point for communication between the project oversight team
- Escalating to the management oversight team issues that cannot be resolved at the project level
- Developing and maintaining the project plan

The **Functional Manager (Division Director or Division Leader)** is responsible to:

- Provide the resources for the project
- Ensure the quality of the resources provided to support the project
- Contribute to the performance evaluation of the project manager

The **Program Manager** is responsible for:

- Developing Annual Work Plan and Strategic Plan input for the Program
- Monitoring project status during the fiscal year
- In conjunction with the Department Director, reviewing and signing the Project Charter and Project Management Plan
- Leading the Program's team of project managers and professionals to accomplish programmatic objectives
- Reporting on, and communicating, Program and project status to Sr. Managers

The **O&M Program Leader** is responsible for:

- Monitoring project status through construction
- Reporting on, and communicating, project status to Program Manager
- Working with Program Manager