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## **Design Division**

### **Project Management and Engineering Department**

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*Anchorage: Performance. Value. Results.*

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#### **Mission**

Provide project management services aimed at delivering public capital improvement projects in a timely, cost-effective manner for residents, businesses and visitors within the Municipality who rely on public facilities for safe transportation and recreation.

#### **Core Services**

- Manage the specific planning and specific configuration of capital projects (i.e., roadways, drainage systems, parks, and trails).
- Manage the design of capital projects, to provide the greatest public benefit for the least private detriment.
- Manage the construction of those capital projects, to ensure the greatest cost-effectiveness with the least disruption to residents, businesses, and the traveling public.
- Inform the public and listen to comments regarding the details of the above planning, design, and construction activities.

#### **Accomplishment Goals**

- Design capital improvement projects that are cost-effective, maintenance-friendly, and clearly communicate design intent to construction contractor within the schedule specified in the Capital Improvement Program.

#### **Performance Measures**

Progress in achieving goals shall be measured by:

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## Project Management Division Project Management and Engineering Department

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**Measure #1:** 75% of construction contract change orders are less than 10% of the original contract prices, including elective change orders.

### **Type**

Efficiency

### **Accomplishment Goal Supported**

By managing the planning and design of capital projects in a timely, context-sensitive, and safe manner, any required change order should be minimal compared to the contract award amount.

### **Definition**

This measure reports the percentage of construction change orders.

### **Data Collection Method**

The data will be collected and maintained by Project Management manager.

### **Frequency**

Monthly

### **Measured By**

The data will be collected and maintained by the Project Management manager in an Excel spreadsheet table. The table will calculate the percentage of construction change orders less than 10 percent of the original contract prices, including elective change orders. The calculation is the total number of construction change orders issued divided by the number of construction change orders issued during the period multiplied by 100 to equal a percentage.

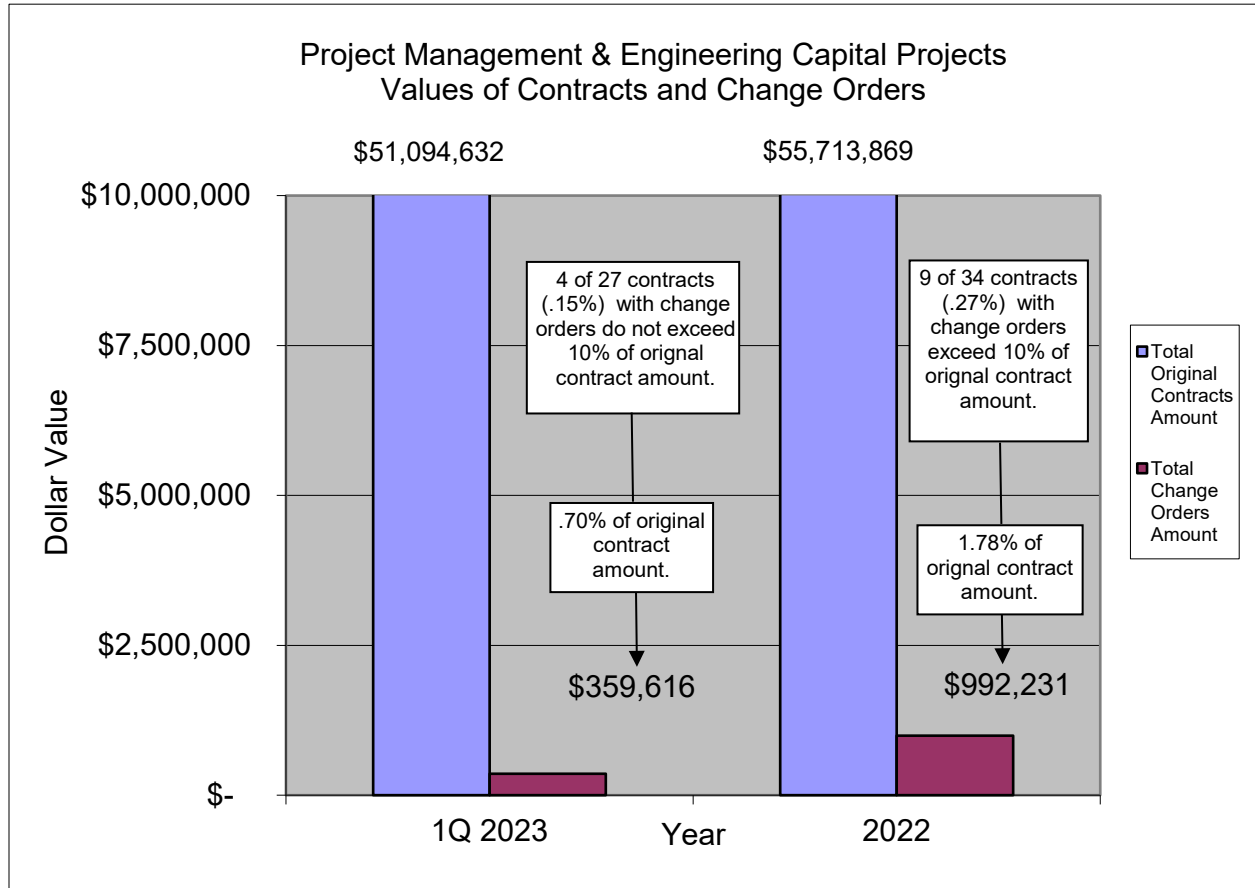
### **Reporting**

The data collected in the Excel spreadsheet table by the Project Management manager will display the information both numerically and graphically. A status report will be generated monthly.

### **Used By**

The information will help the Project Management manager assess the adequacy of the design and staffing levels during the construction season and to schedule staffing during the weekends to ensure the completion of capital project on time and in a cost-effective manner.

**Measure #1: 75% of construction contract change orders less than 10% of the original contract prices, including elective change orders**



### PVR Measure WC: Managing Workers' Compensation Claims

Reducing job-related injuries is a priority for the Administration by ensuring safe work conditions and safe practices. By instilling safe work practices, we ensure not only the safety of our employees but reduce the potential for injuries and property damage to the public. The Municipality is self-insured and every injury poses a financial burden on the public and the injured worker's family. It just makes good sense to WORK SAFE.

Results are tracked by monitoring monthly reports issued by the Risk Management Division.

