

**PROJECT MANAGEMENT DIVISION  
PROJECT MANAGEMENT**

**Fiscal Year 2007 - 2nd Quarter**

**Goal Statement**

To improve construction management efficiency and accountability in job-site management, and to ensure completion of projects on time and within the approved budget through project manager educational workshops. To improve the efficiency of agenda report and change order processing. To ensure compliance and accuracy in the implementation and reporting of the Sheltered Market Program (SMP) and Minority/Women Business Enterprise (M/WBE) programs under the purview of the Public Works and Transportation Department.

<b>Performance Measures</b>	<b>FY 2006 Year-to-Date</b>	<b>FY 2007 Year-to-Date</b>	<b>FY 2007 Projected</b>
Average percentage of change orders issued to the original contract amount for the fiscal year	1	2	4
Number of workshops designed to promote professional and technical competence of construction project managers	2	2	4
Number of Agenda Reports processed	31	23	54
Number of Public Works Approved Change Orders Processed	12	11	30
Internal customer satisfaction rating of work product	88	N/A	90
Percentage of Agenda Reports processed within 11 calendar days from receipt to delivery	100	100	91
Percentage of Delegated Change Orders processed within 5 calendar days or less from receipt to delivery to Purchasing	94	98	95
Percentage of Public Works Approved Change Orders processed within 6 calendar days or less from receipt to delivery to Purchasing	95	100	95
Number of Delegated Change Orders Processed per Construction Management Specialist	119	57	125
Total dollars awarded to Small Business Enterprises from Public Works managed projects	N/A	1,052,931	2,000,000
Total dollars awarded to Prime M/WBE firms from Public Works managed projects	N/A	4,436,988	3,000,000
Percentage of Public Works SMP Documents' reviews completed within 15 days of receipt	N/A	100	90
Number of PWTD M/WBE documents' reviews completed within 30 days of receipt by Construction Management Administrator	N/A	114	200