

DECISION PAPER



Date: 5/21/2014

Objective:

Determine organizational vision, purview, and authority levels for the new and anticipated Construction Steering Committee (CSC), to be active during the entire construction schedule of new Parking Lot and Cross Country Ski Center, located along the NW boundary of the Tahoe Donner Planned Community, at 15275 Alder Creek Road.

Background:

The previous Cross Country Ski Center Steering Committee offered valuable project input and oversight, and guaranteed necessary forward-progress, making appropriate recommendations to the Board when necessary. Organizationally, this proposed CSC would be similarly involved in budget and schedule topics as the construction project proceeds to completion.

Options for CSC structure:

Committee Member Appointees;

- Tom Johns, Board President
- George Rohrback, General Plan Committee Member
- Jeff Boznon, Finance Committee Chair
- Robb Etnyre, General Manager
- Forrest Huisman, Director of Capital Projects
- Miguel Sloan, Director of Operations
- Michael Salmon, Director of Finance

Committee Oversight;

- Shall provide monthly overview of ongoing construction schedule and project cost updates, as provided by General Contractor and reviewed by Director of Capital Projects

Change-order Budget Authority;

- Up to \$10K (requires General Manager review and approval)
- Over \$10K and under \$50K (requires Steering Committee review and approval)
- Over \$50K (requires Board approval upon Steering Committee recommendation)

Meeting Schedule;

- Shall meet once per month, during the business week of a Saturday Board meeting, and as necessary for change-order review and where otherwise required. The CSC shall receive weekly email updates on schedule and budget status.

Recommendation:

Staff recommends that the Board of Directors consider and vote for the Construction Steering Committee (CSC) be established and comprised of seven appointed representatives, under the specific oversight and budget authority as described above, and to be prepared to share their first project update at the next appropriate Board meeting in 2014.

Prepared By: Forrest Huisman

For Board review on May 31, 2014.

General Manager Approval: _____

Date: _____

6/13/2014

Cross Country Ski Center and Parking Lot TAHOE DONNER ASSOCIATION

DEVELOPEMENT BUDGET UPDATE - CONSTRUCTION STEERING COMMITTEE

TAHOE DONNER	Budget	Actual
Permits & Agency Fees	210,000	21,940
Architecture/Engineering	650,000	580,178
Planning and Surveying	50,000	33,376
Pre-Construction services/Legal	270,000	220,112
Building Materials, Misc.	1,000	26
Fixtures Furnishings & Eq.	190,000	5,738
Other Services, Testing	2,500	875
Temporary Operations	75,000	0
Total	1,448,500	862,245

GENERAL CONTRACTOR	Budget	Actual
Cross Country Ski Center	4,052,156	0
Parking Lot	424,125	0
Bonus if TCO received by Dec. 8	30,000	0
Total	4,506,281	0

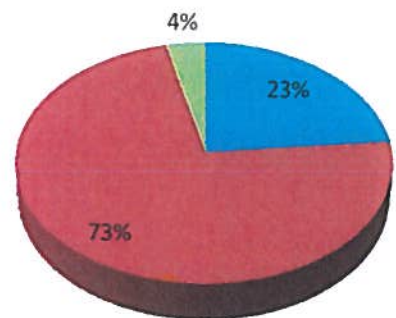
Total Expenses	Budget	Actual
	5,954,781	862,245

CONTINGENCY	Estimated	Actual
Potential Changes (5%)	225,000	0
Total	225,000	0

Total Potential	Estimated	Actual
	6,179,781	0

Project Cost Breakdown

- TAHOE DONNER
- GENERAL CONTRACTOR
- CONTINGENCY



Budget vs. Actual

