



Development of Fiscal Year 2018 Annual Work Plan for Facilities Sustainment, Restoration and Modernization Projects

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ABSTRACT

Planning is an integral part of every aspect in life. This poster illustrates the development of an annual work plan in a Directorate of Public Works. The goal is to explain the importance of having a plan established and its relationship with funding availability. The annual work plan prepared contains 151 projects, of which 38 were presented for approval to execute in Fiscal Year 2018. With the initial amount of funds available, only the top 6 projects could be funded. Typically, additional funds are received towards the end of the Fiscal Year. The annual work plan facilitates the decision-making process as to what projects to execute when money becomes available.

BACKGROUND

This project is developed in the Directorate of Public Works (DPW) of an American military installation in the country of Belgium. One of the main responsibilities of a DPW is to maintain facilities in good working order for soldiers to be able to perform their work effectively. For this reason, every year, the DPW is required to execute sustainment, restoration and modernization projects on installation facilities. Due to the fact that the amount of work that can be done in facilities is tied to a budget, developing an annual work plan is valuable in order to make informed decisions on the projects to be executed as well as to use resources available efficiently.

OBJECTIVES

The objectives of this project include the following:

- Facilities sustainment, restoration and modernization project list validated by installation tenants: An effective annual work plan needs valid requirements with accurate cost estimates.
- Prioritized annual work plan approved by senior leadership: An annual work plan approved by senior leadership will provide guidance to DPW staff to make effective use of available resources by executing projects in accordance with leadership priorities and established policy and regulations.

METHODOLOGY

- The first step in the development of this projects is to obtain a list with all the projects that are possible candidates for execution in Fiscal Year 2018.
- A total of 562 projects was obtained. From this total, 411 have a status of either completed or in progress.
- Figure 1 shows the current situation of the project list. As Figure 1 shows, only 27% of the projects from this list will be considered for inclusion in the annual work plan.
- Projects completed or in-progress will not be considered in the annual work plan for the current year because they have already been funded.

METHODOLOGY

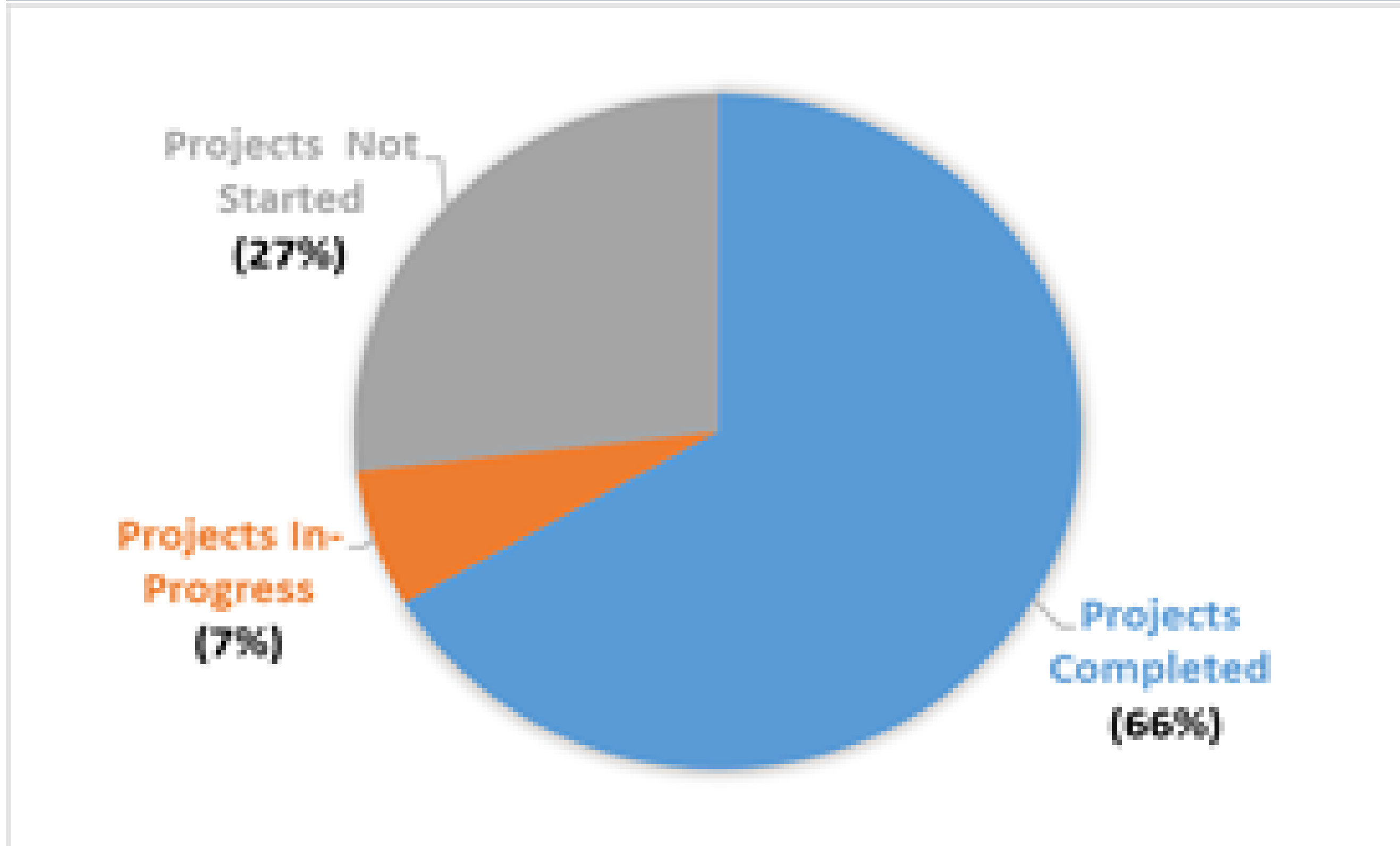


Figure 1
Status of Projects in System of Record

- The number of projects for inclusion in the annual work plan is 151. These projects were grouped by customers, and the project lists were sent for customer review and validation. Figure 2 shows a breakout of projects by customers where it can be seen that approximately 30% of the list is for projects for welfare and recreation.
- Meetings were held with all customers shown in Figure 2 with the purpose of discussing all their projects and develop a final list which shows priorities and estimated costs.

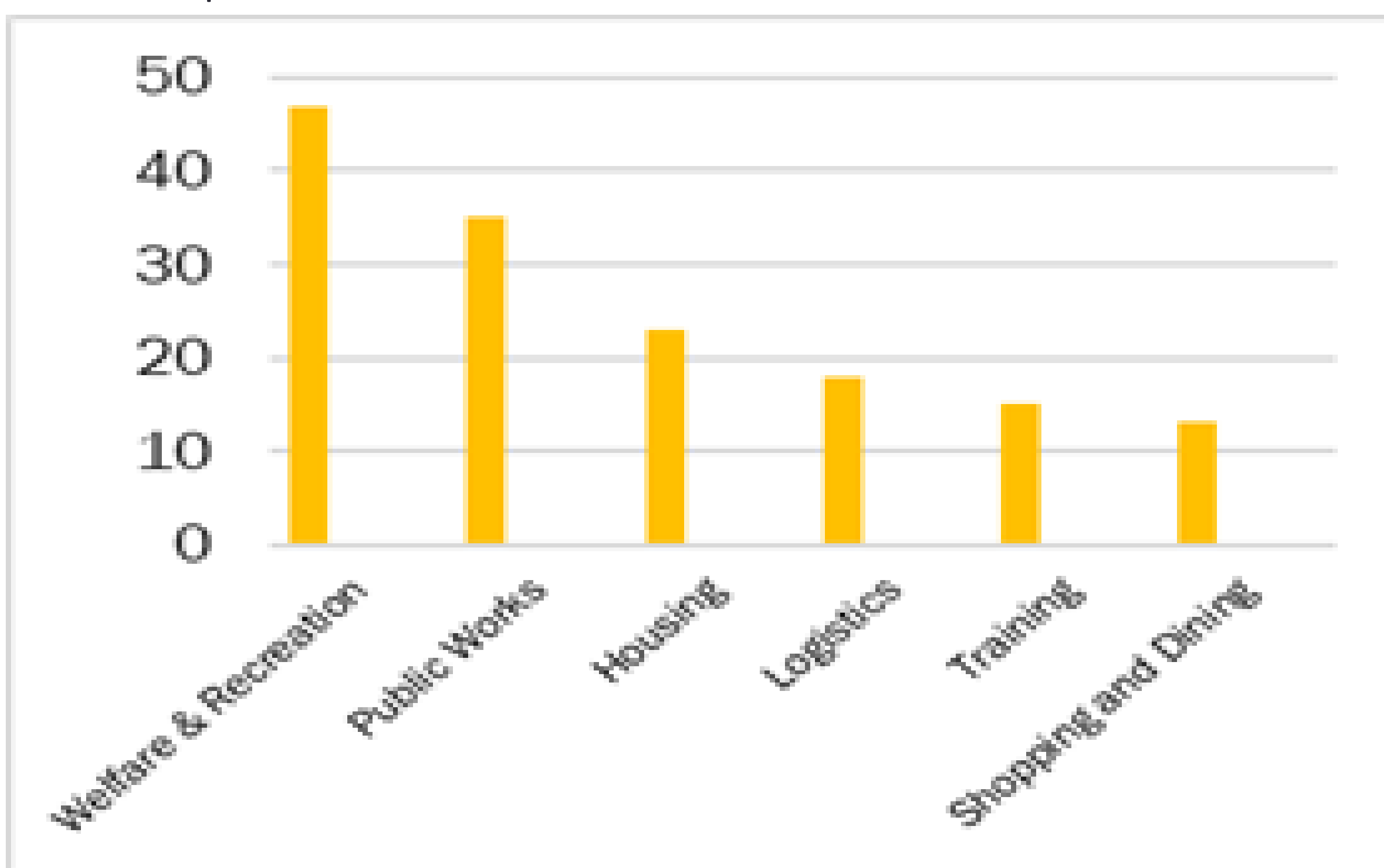


Figure 2
Projects for Inclusion in Annual Work Plan Customer Breakout

The validated project lists obtained from meetings with customers is consolidated into one list that will be used to hold the Directorate of Public Works internal project review board. This board is responsible for the following:

- Prepare Final Project List
- Accurate Project Descriptions
- Execution and Funding

RESULTS

From the list of 151 projects, the DPW internal project review board prepared the final annual work plan to be presented to the installation Commander. The final list contains 38 projects with an estimated total of approximately \$27 million. Table 1 shows the top 10 projects with estimated costs.

Table 1
FY18 Annual Work Plan Top 10 Projects

Priority	Project Title	Estimated Cost
1	Installation Water Lines Design	\$450,000
2	Perimeter Fence Light Replacement	\$1,750,000
3	Shopping Center Sidewalk Repair	\$81,000
4	Hotel Parking Entrance Barrier Replacement	\$50,000
5	Build Parking Lot Buildings 5 and 120	\$675,000
6	Repurpose Building 147 to Admin Use	\$2,500,000
7	Repair Road in Front of Building 6	\$600,000
8	Replace Roof in Building 104	\$800,000
9	Replace Power Substation Roof	\$45,000
10	Install Sprinkler System in Building 4	\$850,000
	28 Additional Projects	\$19,924,000
	Total:	\$27,725,000

The budget available in Fiscal Year 2018 for Sustainment, Restoration and Modernization projects is \$5,500,000. After developing the annual work plan, the decision is to fund projects 1 – 6 as they are the highest priorities for the DPW internal project review board. Table 1 shows a red line below project 6 to demonstrate the cut line of project funding for Fiscal Year 2018. Typically, additional funds are received towards the end of the Fiscal Year, and by having an annual work plan prepared, quick decisions can be made as far as which projects to fund when additional money is available.

CONCLUSIONS

- The final list of 38 projects with a total of \$27,725,000 was presented to the installation Commander to obtain his approval for execution.
- Approval was obtained to start executing the plan with only minor changes to the order of priority.
- The first objective, which was to obtain a validated project list from installation tenants was achieved. A list of 151 validated projects was obtained from 6 installation tenants.
- The second objective, which was to obtain approval from installation senior leadership was also achieved as mentioned in second bullet.