



Contract Definition For Cost Reimbursement

A SOW with information similar to the previous approach, but now organized around work elements.

Milestones provide additional detail and schedule when work will take place.

SOW

Work Schedule

Used to describe the work, what the project will accomplish, methods, and deliverables.

Work Element	Details and Deliverable Specs
1 - Project Design	Produce project design that outlines approach to solving xyz.
2 - Landowner Coordination	Coordinate with landowner to install screen.
3 - Permitting	Get permits from a, b, and c.
4 - Install Screen	Install rotary screen that handles 65cfs with 30 degree angle to normal flow.

Used to identify when work will take place and be completed. Defines project milestones.

Work Element	Milestone	Start/End	Details
1 - Project Design	MS: Draft Plans	3/1 - 5/1	Rough drafts that cover each section.
2 - Landowner Coord	MS: Complete	4/1 - 6/1	Two months of landowner meetings.
3 - Permitting	MS: Application Submitted	3/1 - 7/1	Application submitted.
4 - Install Screen	MS: Screen Built	5/1 - 7/1	Screen construction complete Screen on-site. Screen installed including... 65cfs of flow restored and monitored.
	MS: Screen Delivered	8/1 - 8/1	
	MS: Screen Installed	8/1 - 8/15	
	MS: Flow Restored	9/1 - 9/1	

Spending Plan

Used to describe when funds will be spent.

Contract	Jan	Feb	Mar	Apr	May, etc...
This Contract	\$0	\$0	\$5,000	\$20,000	\$10,000

CR Budget

Used to describe what the project will cost.

Line Item	Rate	Cost
Labor - Project Manager	400hrs @\$25/hr	\$10,000
Labor - Senior Biologist	800hrs @\$25/hr	\$20,000
Labor - Engineer	800hrs @\$25/hr	\$20,000
Labor - Construction	400hrs @\$25/hr	\$10,000
Materials - Screen	Materials	\$5,000
Screen Construction	Subcontract	\$50,000
Travel - Automobile	Rental 20 days @\$45/day	\$900
Total Cost		\$115,900

Work Element	Cost	
1 - Project Design	\$10,000	
2 - Landowner Coordination	\$5,000	
3 - Permitting	\$1,000	
4 - Install Screen	\$99,900	
Total Cost		\$115,900

Status reporting based on milestones.

A monthly spending plan for cash flow purposes only.

Status Report

Used to report progress against schedule.

Work Element	Milestone	Due	Status	%Complete	Details
1 - Project Design	MS: Draft Plans	5/1	Green	80%	Looking promising.
2 - Landowner Coord	MS: Complete	6/1	Green	20%	Ahead of schedule.
3 - Permitting	MS: App Submitted	7/1	Green	50%	
4 - Install Screen	MS: Screen Built	7/1	Red	10%	Problems with abc... Delivery impacted... Might be able to catch-up by... Plan to shrink testing time.
	MS: Screen Delivered	8/1	Red	0%	
	MS: Screen Installed	8/15	Yellow	0%	
	MS: Flow Restored	9/1	Green	0%	

Same as how F&W contracts used to budget.

New requirement to budget by work element.

Notes

- All of the above tools will be stored in Pisces.
- These are examples only. They represent the main information stored in each document.
- All examples are fictitious.

Key

Text in grey is inherited from another component, such as the SOW.

Text in white is defined in the component.



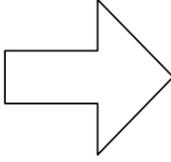
Contract Definition For Fixed Price and Financial Assistance

SOW is the same as cost-reimbursement, but pays special attention to deliverables.

SOW

Used to describe the work, what the project will accomplish, methods, and deliverables.

Work Element	Details and Deliverable Specs
1 - Project Design	Produce project design that outlines approach to solving xyz.
2 - Landowner Coordination	Coordinate with landowner to install screen.
3 - Permitting	Get permits from a, b, and c.
4 - Install Screen	Install rotary screen that handles 65cfs with 30 degree angle to normal flow.



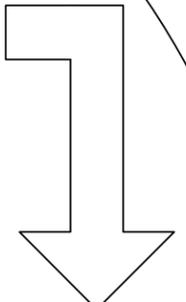
Work Schedule

Used to identify when work will take place and be completed. Defines project milestones.

Work Element	Milestone	Start/End	Cost	Details
1 - Project Design	MS: Draft Plans	3/1 - 5/1	\$10,000	Rough drafts that cover each section.
2 - Landowner Coord	MS: Complete	4/1 - 6/1	\$5,000	Two months of landowner meetings.
3 - Permitting	MS: Application Submitted	3/1 - 7/1	\$1,000	Application submitted.
4 - Install Screen	MS: Screen Built	5/1 - 7/1	\$55,000	Screen construction complete
	MS: Screen Delivered	8/1 - 8/1	\$0	Screen on-site.
	MS: Screen Installed	8/1 - 8/15	\$20,000	Screen installed including...
	MS: Flow Restored	9/1 - 9/1	\$24,500	65cfs of flow restored and monitored.

For FP and FA, some milestones will be progress payments.

Greyed out because it is generated automatically based on the FP work schedule.



Spending Plan

Used to describe when funds will be spent.

Contract	Jan	Feb	Mar	Apr	May, etc...
This Contract	\$0	\$0	\$5,000	\$20,000	\$10,000

For FP and FA, the spending plan is automatically calculated from the work schedule.

FP budgeting requires detailed costs by work element, but then uses a simplified invoice.

FP/FA Budget

Used to describe what the project will cost.

Work Element	Line Item	Rate	Cost	Total Cost
1 - Project Design	Labor - Project Manager	200hrs @\$25/hr	\$5,000	\$10,000
	Labor - Senior Biologist	200hrs @\$25/hr	\$5,000	
2 - Landowner Coord.	Labor - Project Manager	100hrs @\$25/hr	\$2,500	\$5,000
	Labor - Senior Biologist	100hrs @\$25/hr	\$2,500	
3 - Permitting	Labor - Project Manager	40hrs @\$25/hr	\$1,000	\$1,000
4 - Install Screen	Labor - Project Manager	60hrs @\$25/hr	\$1,500	\$99,900
	Labor - Senior Biologist	500hrs @\$25/hr	\$12,500	
	Labor - Engineer	800hrs @\$25/hr	\$20,000	
	Labor - Construction	400hrs @\$25/hr	\$10,000	
	Materials - Screen	Materials	\$5,000	
	Screen Construction	Subcontract	\$50,000	
	Travel - Automobile	20 days @\$45/day	\$900	
Total Cost			\$115,900	

Status reporting is the same as for cost-reimbursement.

Status Report

Used to report progress against schedule.

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