

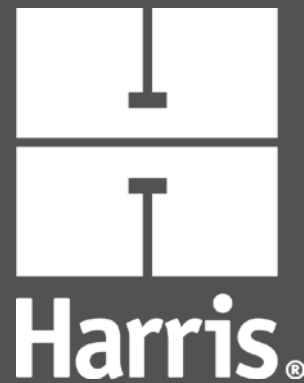


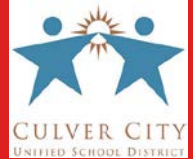
# PROGRAM MANAGER INTRODUCTION

Harris & Associates

**Website:**

[WeAreHarris.com](http://WeAreHarris.com)



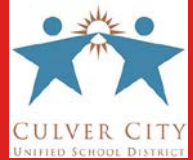


- **In business since 1974 - 40 Years of professional service**
- **37 Years in Schools/DSA**
- **Program Managers, Planners, Architects, Engineers, Construction Managers, Program Controls**
- **Broad resources – 240 staff with 63 licensed professionals**
- **Bond Program Specialists**
- **Thought Leaders**



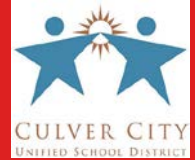
## K-14 Program Management Experience in Last 5 Years

- San Diego Unified School District (\$63.2M)
- Fremont Unified School District (\$650M)
- San Leandro Unified School District (\$143.64M)
- Los Angeles Unified School District (\$3.4B)
- Grossmont Union High School District (\$453.4M)
- Los Angeles Community College District (\$602M)
- San Diego Community College District (\$6.04M)



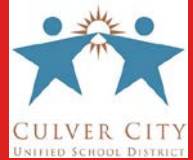
- **SAN LEANDRO USD – Identified \$40M in additional revenue**
- **SAN DIEGO USD – Achieved 41% business outreach participation**
- **SWEETWATER USD - Reduced schedule by 11 YEARS and Received GOLDEN WATCHDOG AWARD (San Diego Taxpayers Association)**
- **LA CITY COLLEGE - CMAA Award Winning Projects for \$650M program on active campus**

# Program Team Mission



- **Allow Student Needs & Bond Language to Drive All Decisions**
- **Honor Previous Bond Program Work**
- **Provide Transparency - Keep the District Current on all Bond Related Activities**
- **Execute Bond Program Decisions of the District**
- **Engage the Community**
- **Aggressive Planning Concerning Summer & Spring Schedules**

# Program Management Team



## Key Players

- **Allyson Gipson; Esq., Assoc. AIA; VP/Program Executive**
- **Charles Wren; PMP, LEED AP; Program Manager**
- **Debbie Avila; Program Engineer**
- **Grace Yuvienco; Financial Controls Manager**
- **Ben Wilson, PE; Information Technology Specialist**

# ALLYSON | Program Executive Responsibilities

- **Supervise the program management team, lead Harris' communications delivery, and serve as a resource to the District for reporting to the school board and the community**
- **Develop District-specific processes and procedures, implement program systems, and manage the Harris team through program close-out**
- **Support the Program for Additional Funding Sources**



# CHARLES | Program Manager Responsibilities

- **Lead all Program Management efforts**
- **Ensure that input from the User Groups is incorporated into the final design documents**
- **Monitor construction services**
- **Maintain auditable trail**
- **Serve as the day-to-day contact for the District**





# DEBBIE | Project Engineer Responsibilities

- **Coordinate with Project Team for timely resolution of issues**
- **Assist in coordinating stakeholder meetings**
- **Review compliance with drawings & specifications**
- **Assist in preparing meeting minutes, correspondence and reports**
- **Maintain all project files**
- **Assist in review of submittals, RFIs and monthly invoices**



# GRACE | Financial Controls Manager Responsibilities

- **Work closely with the Program Manager to record all program expenditures**
- **Track budget data**
- **Maintain the project cost tracking system**
- **Issue Cost Reports**

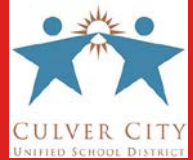


# BEN | IT Specialist Responsibilities

- **Serve as a resource to the District and program management team on all issues related to information technology**
- **Technology and Communications Liaison**

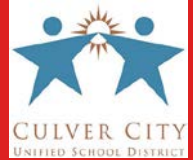


# Additional Team Members



- **Leland Saylor Associates (LSA); Cost Estimating**
- **Enovity, Inc. (Enovity); Commissioning Services**





- **Establish User Groups for Identified Projects of Immediate Need**
- **Introductory Meetings with Each Principal**
- **Develop Facilities Implementation Plans**
- **Issue Recommended Quick Start Projects List**
- **Develop Communications Plan for District, Board and Oversight Committee**



# Questions & Answers

**Thank you!**

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