Project Management

1LT McPartland

Terminal Learning Objective

- ACTION: Apply Project Management techniques.
- CONDITIONS: Given a classroom environment, student workbook, and TM 3-34.42 (Construction Project Management) and TM 3-34.41
- STANDARDS: Demonstrate, without error, the following technical skills:
 - Receive and interpret a construction directive
 - Develop an activities list
 - Determine sequential relationships among activities
 - Construct a logic network
 - Estimate resource requirements
 - Compute a time analysis
 - Prepare an Early Start Schedule
 - Employ project control measures
 - Resource constrain a construction project

Safety, Risk and Environmental Concerns

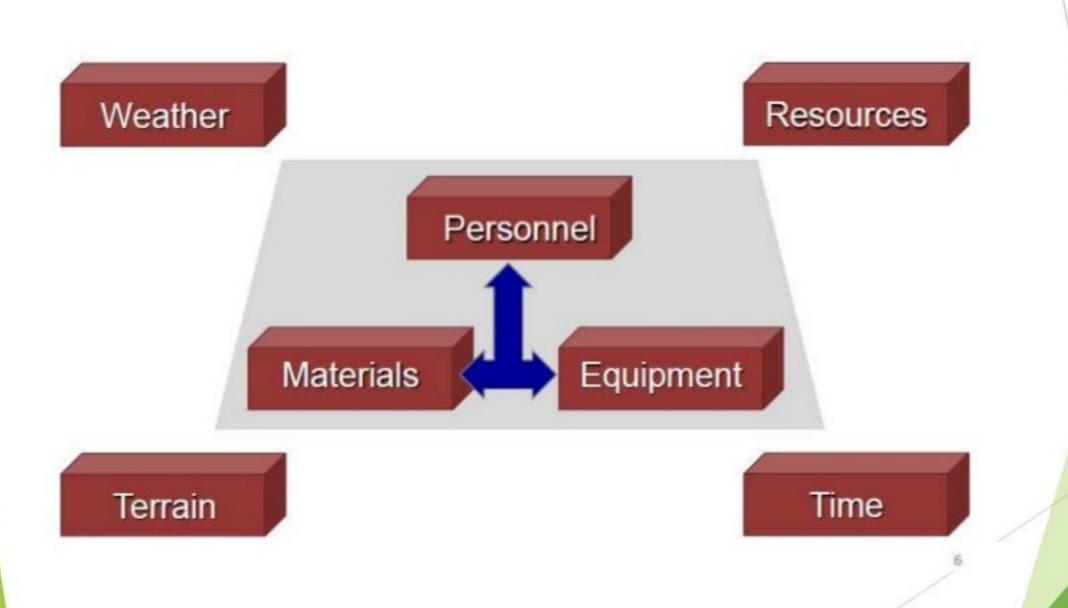
- Safety Requirements: None
- Risk Assessment Level: Low
- Environmental Considerations: None
- Evaluation: Practical Exercise

Introduction to Project Management

Management Theory

- Management
 - The process of getting things done through people.
- Project Management
 - The application of knowledge, skills, tools, and techniques to project activities to meet the project requirements.

System Management Model



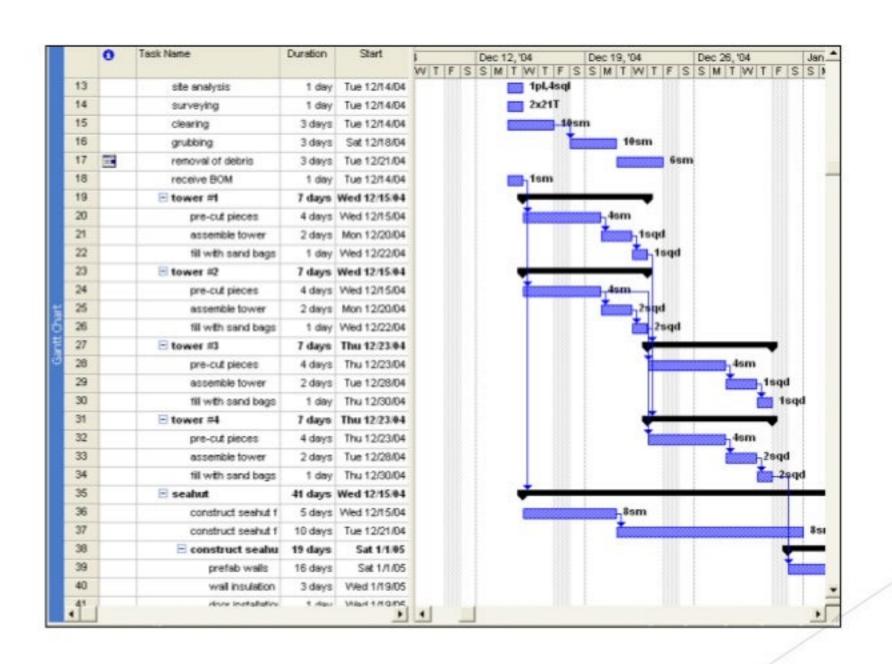
Management and Scheduling Tools

- Gantt Charts
 - MS Project
- Critical Path Method
 - Logic Diagram
 - Precedence Diagrams
- Man-Day Estimating Calculations
 - Man-Day (MD)=Work performed by 1 person in 8 hours
- Resource Leveling

Gantt Chart

- Used for planning and monitoring project progress
- The Military uses Level I, II, and III Gantt Charts based on the required level of detail
- The Army uses MS Project in order to produce Gantt Charts
- They can also be created by hand, see Chapter 3 of TM 3-34.42

Gantt Chart in MS Project



Critical Path Method

- Step-by-step system for process planning and synchronization.
- Comprised of a logic network and a precedence diagram
- Provides an accurate, timely, and easily understood picture of the project
- Can be used for both combat and construction tasks

Military Construction Management

- Functions of Military Construction Managers are universal, although they may differ in details from one level to another.
- The managerial functions are:
 - Planning
 - Scheduling
 - Monitoring/Controlling
- It is essential that the project manager understand the objectives, plans, and policies of superiors

Project Management Process

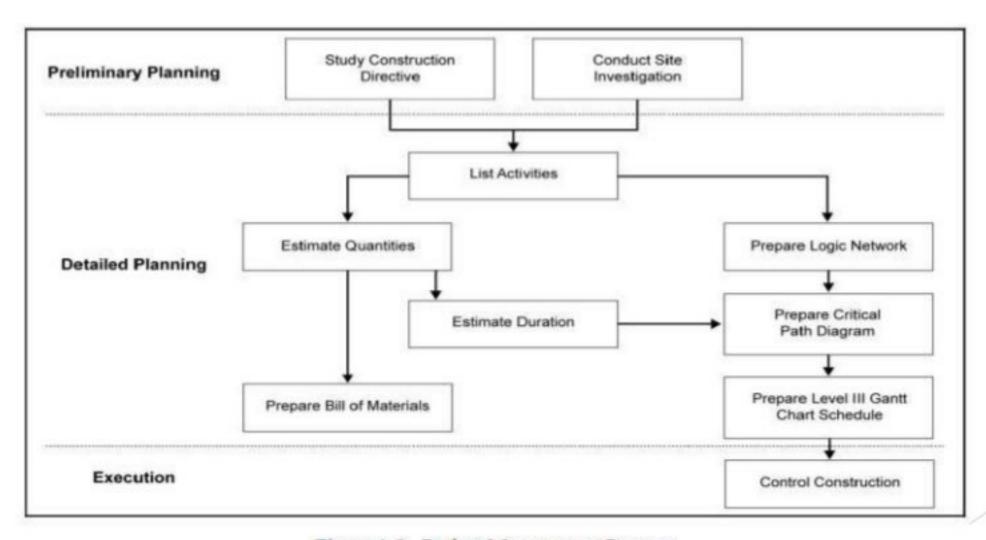


Figure 1-2. Project Management Process

Organization and Roles

Project Manager	Platoon Leader		
Project Supervisor	Platoon Sergeant		
Crew Leader	Squad Leader		
Crew	Soldiers		
SMEs within Unit	QA/QC (Warrant Officer) Safety NCO Environmental Officer Materials NCO		
Construction Team	Client/Customer Contracting Office DPW Engineer (BN S3-C) Other (Post Safety, Fire Chief, Security, etc)		

Project Model

- Military construction projects follow a six-phase model.
- The duration and amount of effort for each phase depends on the scope and complexity of the project.

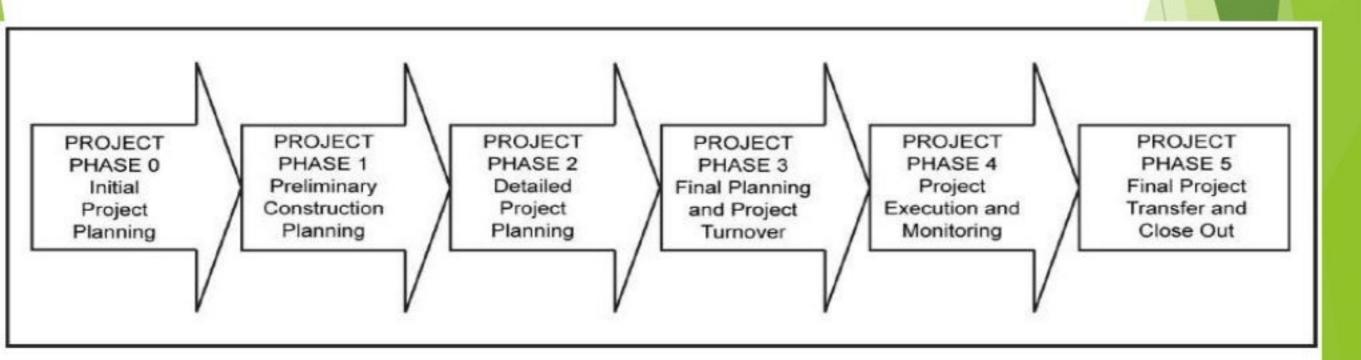


Figure 1-1. Construction Project Phasing Model

Enabling Learning Objectives



- Receive and interpret a construction directive
- Develop an activities list
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Construction Directive

- Comes in the form of an OPORD, FRAGO, or WARNO
- Initiates Project Management Process
- Should include at a minimum:
- Mission
 - Commander's Intent
 - Location
 - Time
 - Design/Plans
 - Manpower
 - Equipment
 - Materials
 - Priority
 - Reporting Requirements

Interpret Construction Directive

- Determine Task Organization
- Determine Project Planning Timeline
- Conduct a Preplanning Conference
- Review Plans and Specifications
- Review/Create Bill of Materials
- Identify Special Training or Equipment Requirements

Conduct Site Investigation

- Provides opportunity to verify existing conditions represented in construction plans
- It is important to record notes and take pictures of the site
- If a pre-construction site visit is not feasible, it is important to use all other available resources to obtain information on the physical location of the project

Site Visit Considerations

- Some key characteristics of the location to take note of include:
 - Terrain
 - Drainage
 - Accessibility
 - Natural Resources
 - Existing Facilities
 - Weather
 - Soils

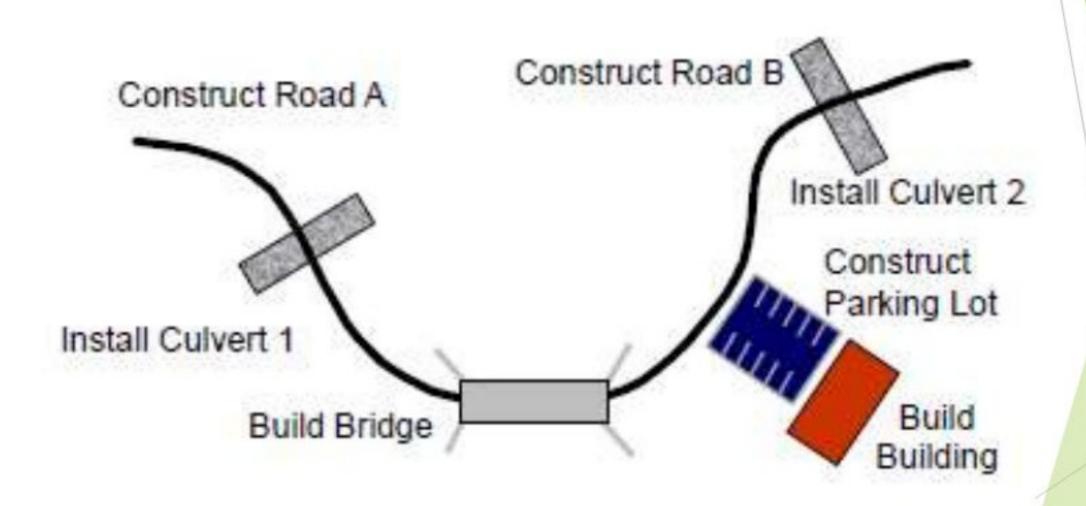
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Master Activity List

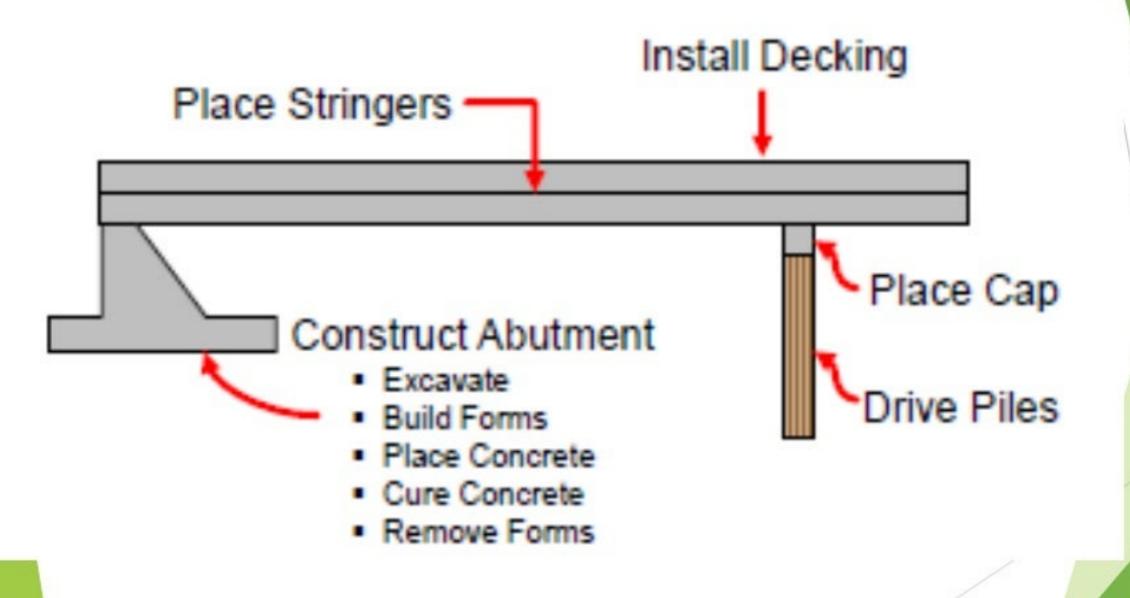
- Study plans and specifications
- Construct the project mentally
- Appendix C of TM 3-34.41 is a good place to start
- Understand the degree of detail required
 - BDE, BN, CO, Platoon, Squad

Low Degree of Detail



High Degree of Detail

Project: Construct Bridge



Make an Activity List

- When making an activity list DO NOT consider the following:
 - Time
 - Soldier Availability
 - Order of Construction
 - Material
 - Equipment

Number Master Activities

MASTER ACTIVITY	DESCRIPTION	MASTER ACTIVITY	DESCRIPTION
00	Procurement and contracting	23	Heating, ventilating, and air conditioning
01 General requirements		25	Integrated automation
02	Existing conditions	26	Electrical
03	Concrete	27	Communications
04	Masonry	28	Electronic safety and security
05	Metals	31	Earthwork
06	Wood, plastics, and composites	32	Exterior improvements
07	Thermal and moisture protection	33	Utilities
08	Openings	34	Transportation
09	Finishes	35	Waterway and marine construction
10	Specialties	40	Process integration
11	Equipment	41	Material processing and handling equipment
12	Furnishings	42	Process heating, cooling, and drying equipment
13	Special construction	43	Process gas and liquid handling, purification and storage equipment
14	Conveying systems	44	Pollution control equipment
21	Fire suppression	45	Industry-specific manufacturing equipment
22	Plumbing	48	Electrical power generation

Figure 1-3. Master Activities

In Class Practical Exercise

- Develop an activities list of at least 8 activities for the project depicted on pages 4 through 5 of your student workbook.
- Page 6 of the workbook can be used to record your list.

PE Potential Solution

- 1. Dig Trench 1
- 2. Dig Trench 2
- 3. Assemble Culvert 1
- 4. Assemble Culvert 2
- 5. Install Culvert 1
- 6. Install Culvert 2
- 7. Backfill Culvert 1
- 8. Backfill Culvert 2

Enabling Learning Objectives

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Project Management

- Each Activity must be examined to determine:
 - Which activities must be finished before this one begins?
 - Which other activities may either start or finish at the same time as this one?
 - Which activities cannot begin until this one is finished?

Activity Relationships

<u>Activities</u>

Preceded Immediately By (PIB)

- A. Wake Up
- B. Take Shower
- C. Leave House
- D. Drive to Work
- E. Start Car
- F. Get Dressed

Page 7 of Student Work Book

Activities

Preceded Immediately By (PIB)

- A. Dig trench #1
- B. Dig trench #2
- C. Assemble #1
- D. Assemble #2
- E. Install #1
- F. Install #2
- G. Backfill #1
- H. Backfill #2

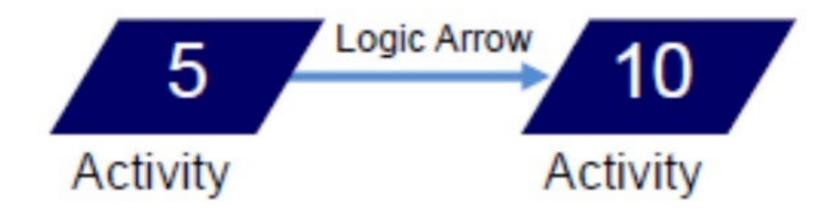
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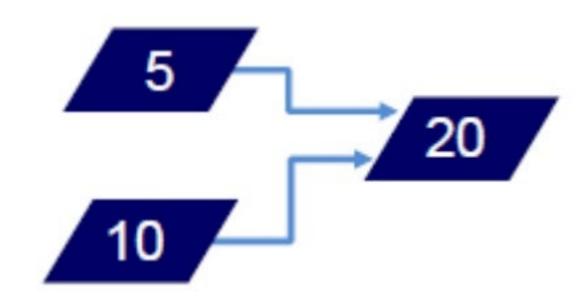
Logic Network/Diagram

- Graphical illustration of the construction activity sequence from start to finish and the interdependencies among activities
- Ensures that no items/tasks overlooked during the planning phase
- Not concerned with activity durations or crew sizes at this point
- Write each activity on a piece of paper/post-it note and draw lines between the tasks are dependent on each other

Logic Network

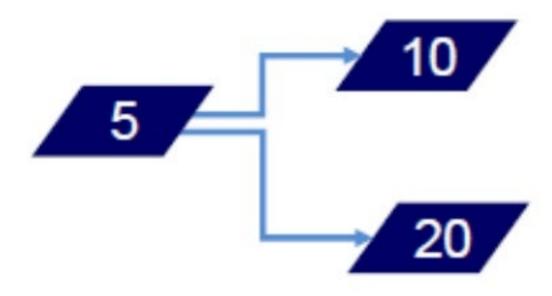


Logic Network



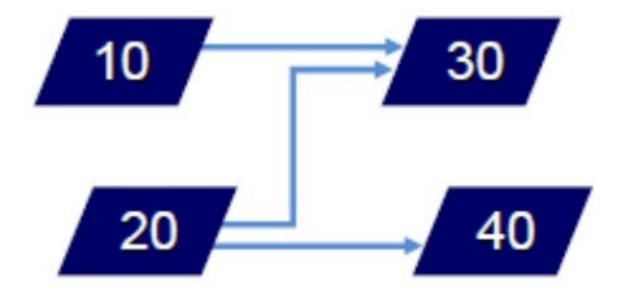
Activity 20 cannot start until activities 5 and 10 are complete.

Logic Network



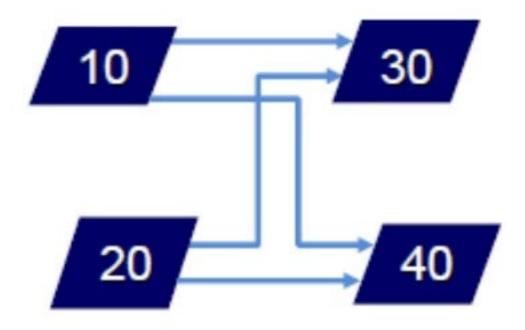
Activities 10 and 20 cannot start until activity 5 is complete.

Logic Network



Activities 10 and 20 must be completed before 30 can start. 40 can start immediately after 20 is complete.

Logic Network

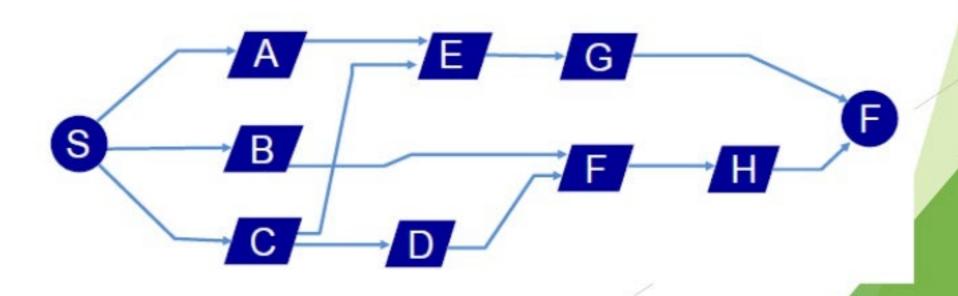


Activities 30 and 40 cannot start until activities 10 and 20 are complete.

Culvert P.E.

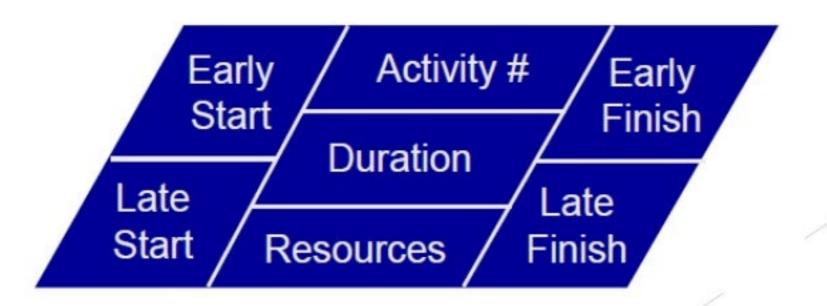
Activities	PIB
A. Dig trench #1	None
B. Dig trench #2	None
C. Assemble #1	None
D. Assemble #2	C
E. Install #1	A, C
F. Install #2	B, D
G. Backfill #1	E
H. Backfill #2	F

- Step 1: Draw the start node
- Step 2: Draw activities preceded by NONE
- Step 3: After each of the starting activities, place the activities that immediately follow it.
- Step 4: Continue using this methodology until all activities have been diagrammed.
- Step 5: Draw the finish node.



Activity Nodes

- A rectangle/ parallelogram representing an activity
- Contains all of the necessary information for the activity



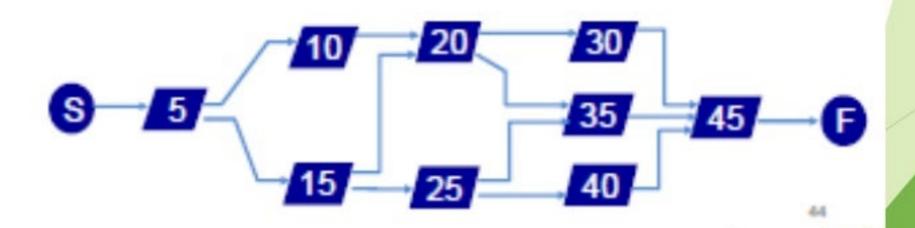
Node Numbering

- Node Numbering Rules:
 - Every activity node number must be different.
 - The activity node number at the head of the logic arrow must be greater than the number at the tail of the arrow.
 - Normally use increments of five or ten



Student Workbook P.E. 2

Activitie	PIB
5	None
10	5
15	5
20	10,15
25	15
30	20
35	20,25
40	25
45	30,35,40



Page 7 of Student workbook

Summary

- Receive and interpret a construction directive
- Develop an activities list
- Determine sequential relationships among activities (PIB list)
- Construct a logic network

Enabling Learning Objectives

- Receive and interpret a construction directive
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Duration and Resource Requirements



Man-Day Estimating

- Man-Day (MD) is a unit of work performed by one person in 8 hours
- The MD is a set standard and does not change
- The number of hours for an assigned workday may change, but a MD is always 8 hours

Man-Day Estimating

- What are some resources for estimating work rates?
 - TMs and FMs
 - Experience
 - Manufacturer's Data
 - Civilian Text
 - Unit Records

Work Rates in TM 3-34.41

- Organized by divisions of work and provides estimating information and data for various construction tasks.
- Tables provide Labor in units of man-hours (1 hour of labor per man)

Man-Day Estimating

- Activity Estimation:
 - Determine Best Technology
 - Determine Work Rate
 - Determine Quantity of Work
 - Determine Crew Size
 - Determine Efficiency
 - Calculate:
 - Standard Effort
 - Troop Effort
 - Duration

Determine the Multiplier

- Guidance for the multiplier may come from the production tables in Chapter 5
- Factors greater than one indicate less efficiency
- Factors less than one indicate greater efficiency
- Factors that may influence the multiplier include:
 - Workload, Project Site Area, Labor, Supervision, Job Conditions, Weather, Equipment, Operational Environment
- Unless a multiplier is noted in Chapter 5 or specific circumstances are known, use 1.0

Determine Man-Day Equivalent

- Man- Day Equivalent (ME) is the actual man-hours worked "swinging hammers" on the jobsite during a workday
- Does not include lunch, breaks, or travel time to/from the jobsite
- Calculated by dividing the length of the work day by 8 (number of hours in a MD)
- Will often come from the higher headquarters in the construction directive

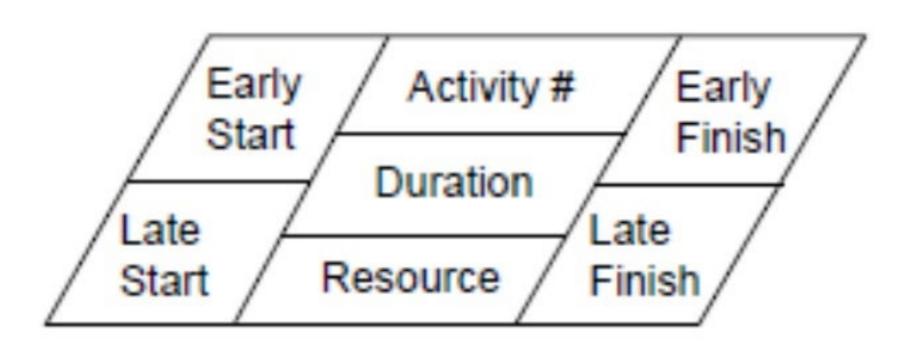
Determine Availability Factor

- Availability Factor (AF) is the amount of time a military engineer is actually on the job.
- The AF takes into account that not all Soldiers are available all the time for various reasons
- Provided by higher headquarters for planning purposes and typically varies between 60-90%
- Typical percentage for contingency construction and theater engagement detachments is 90%

Enabling Learning Objectives

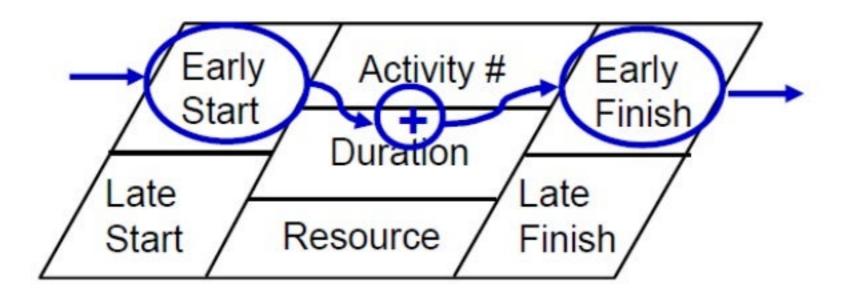
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Activity on the Node Time Analysis



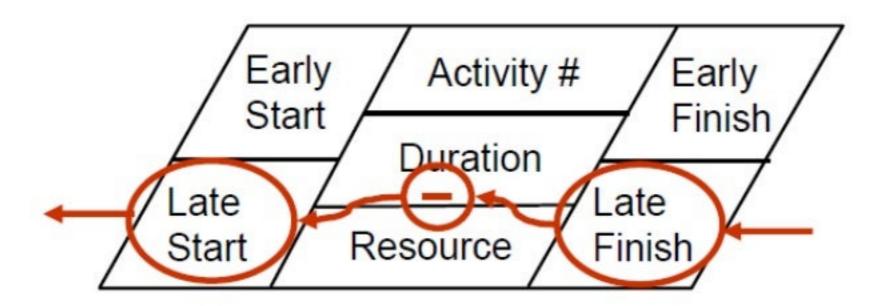
Forward Pass Time Analysis

Early Start (ES) + Duration = Early Finish (EF)



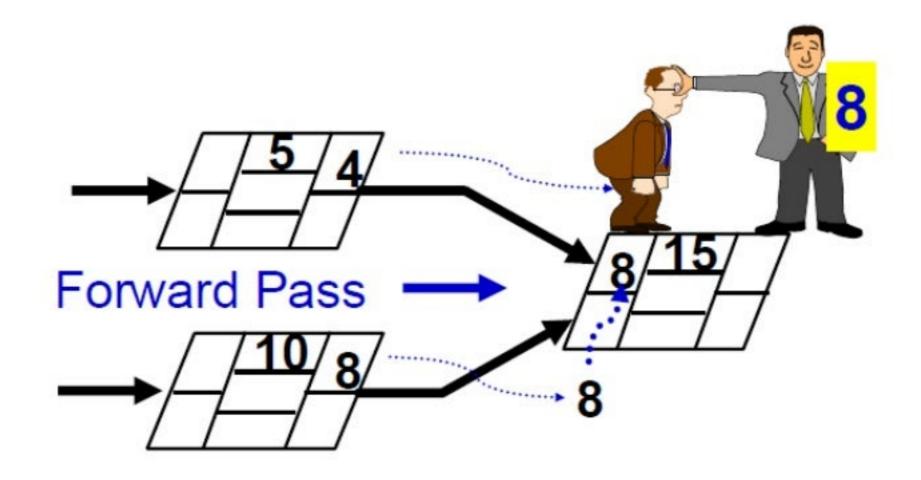
Backwards Pass Time Analysis

Early Start (ES) + Duration = Early Finish (EF)



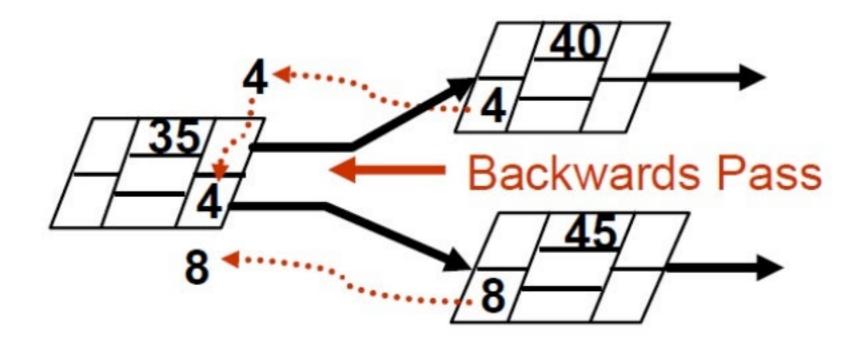
Late Finish (LF) - Duration = Late Start (LS)

Time Analysis Rules



On the forward pass: CHOOSE THE LARGEST

Time Analysis Rules



On the backwards pass: CHOOSE THE SMALLEST

Critical Activities and Critical Path

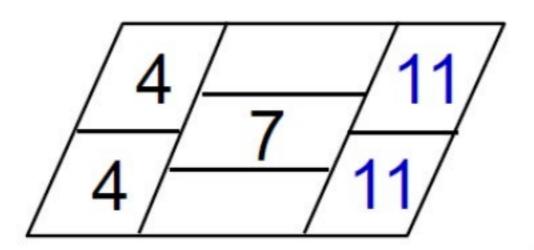
- A critical activity, if delayed by any amount of time, delays the entire project's completion
- Critical activities when linked together form the critical path from start to finish.
- The critical path allows the project manager to focus on the activities which must not slip.

Critical Path

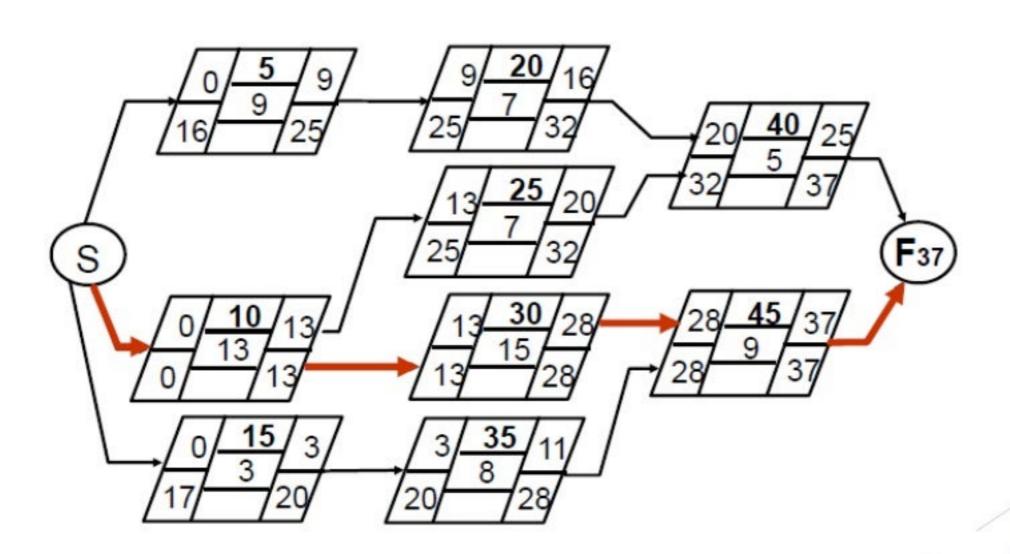
- Characteristics of the Critical Path:
 - Must be continuous
 - Determines project duration
 - Indicated on the logic diagram (double lines, bold lines, highlighted)
 - All of its activities will not have any float

Critical Path

- ES=LS
- 2. EF=LF
- 3. The path between two critical activities is also critical only if the EF and LF equals the ES and LS of the next critical activity



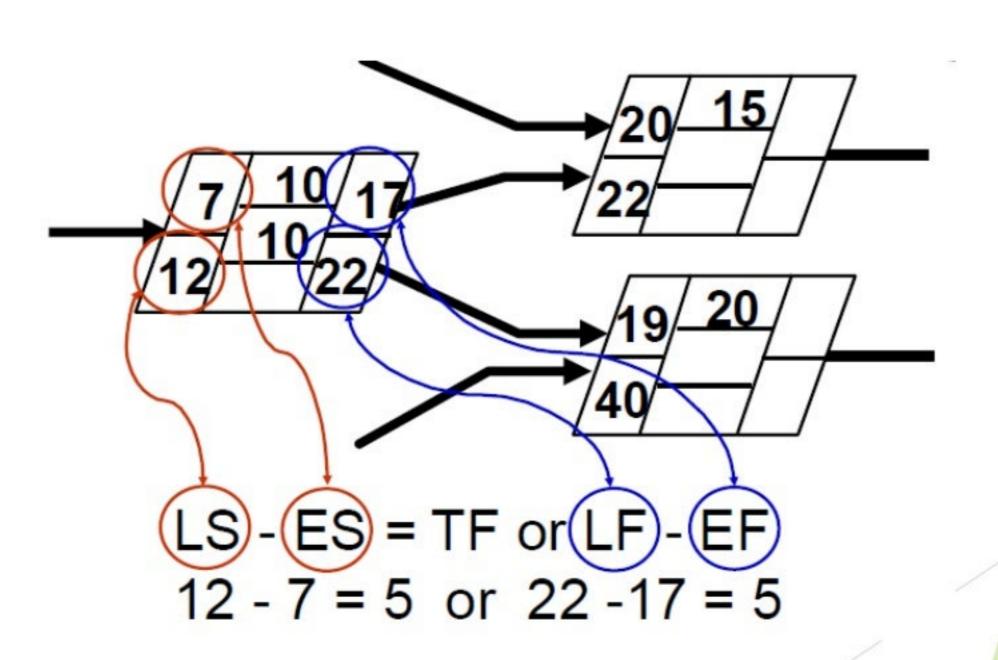
Critical Path



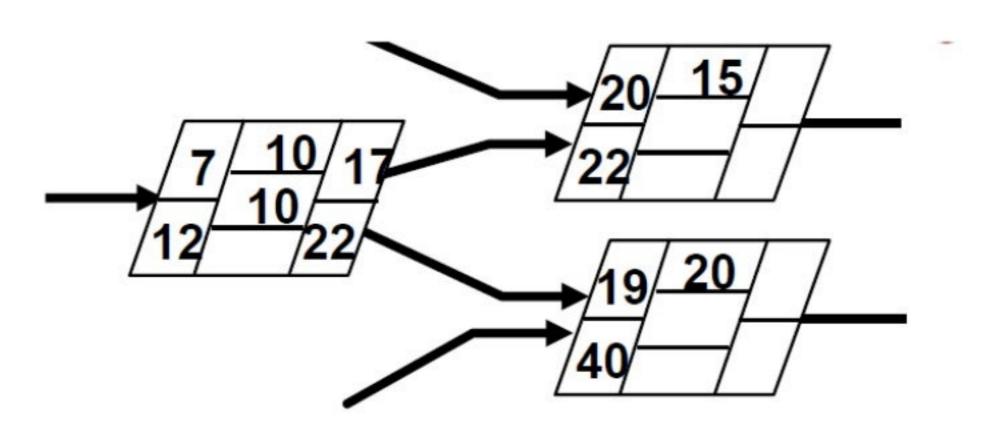
Float

- Total Float (TF): The amount of time an activity may be delayed without delaying the project.
- Interfering Float (IF): The float which if an activity is delayed into will cause a delay in one or more activities.
- Free Float (FF): The float which if an activity is delayed into will not cause any other activity to be delayed.

Determining Total Float

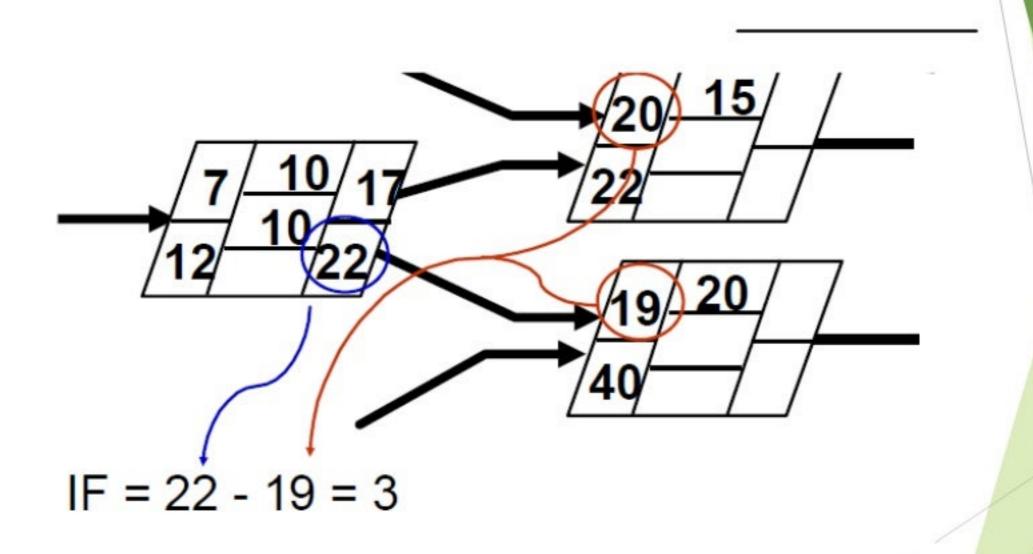


Determining Interfering Float (IF)



IF = LF - (Smallest ES of following nodes)

Determining Interfering Float (IF)



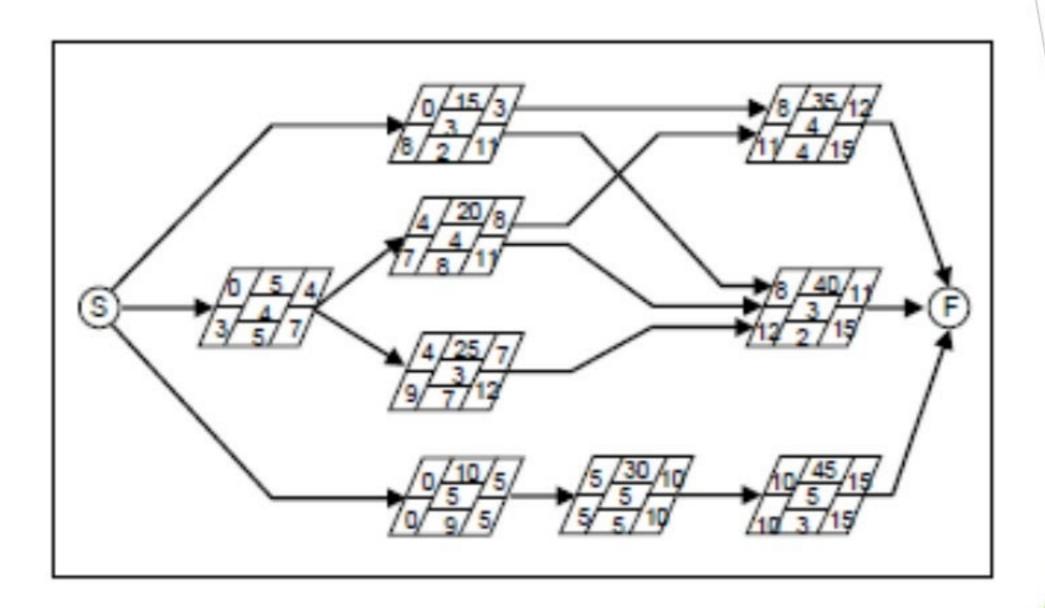
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Early Start Schedule

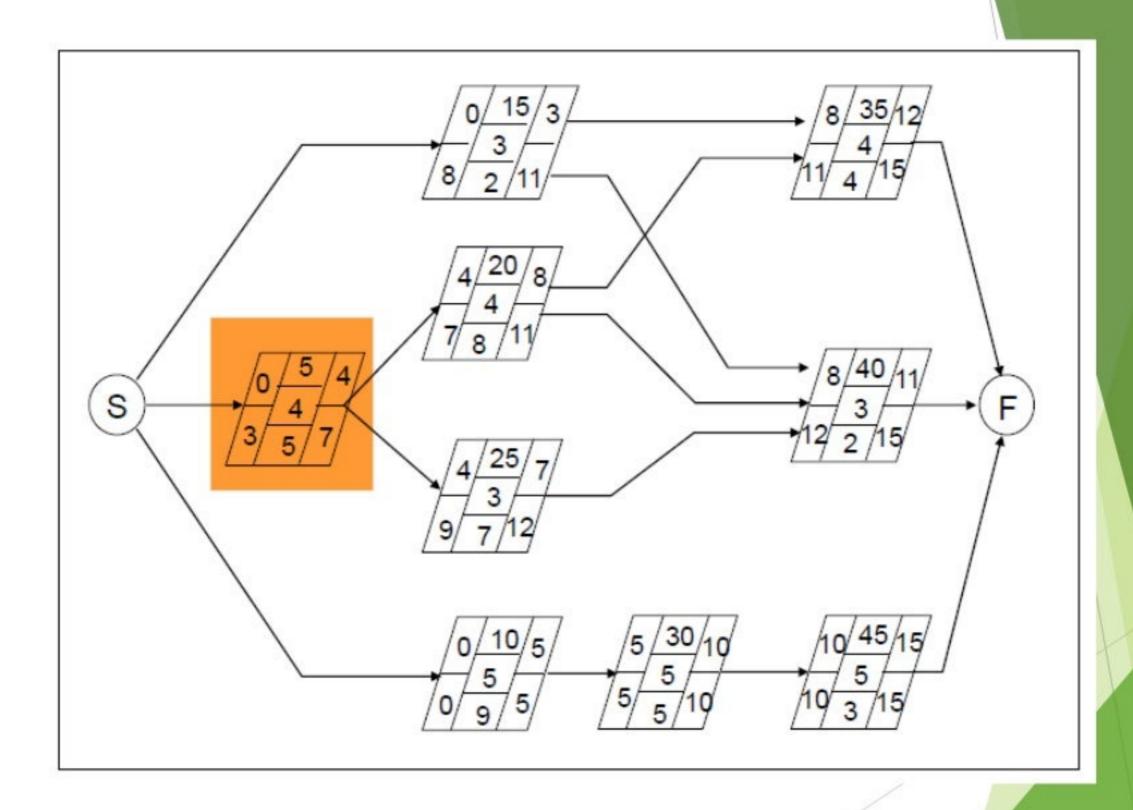
- The next step is to create an Early Start Schedule
- It is coupled with the logic diagram, to create a graphical representation of necessary planning information (Gantt Chart)

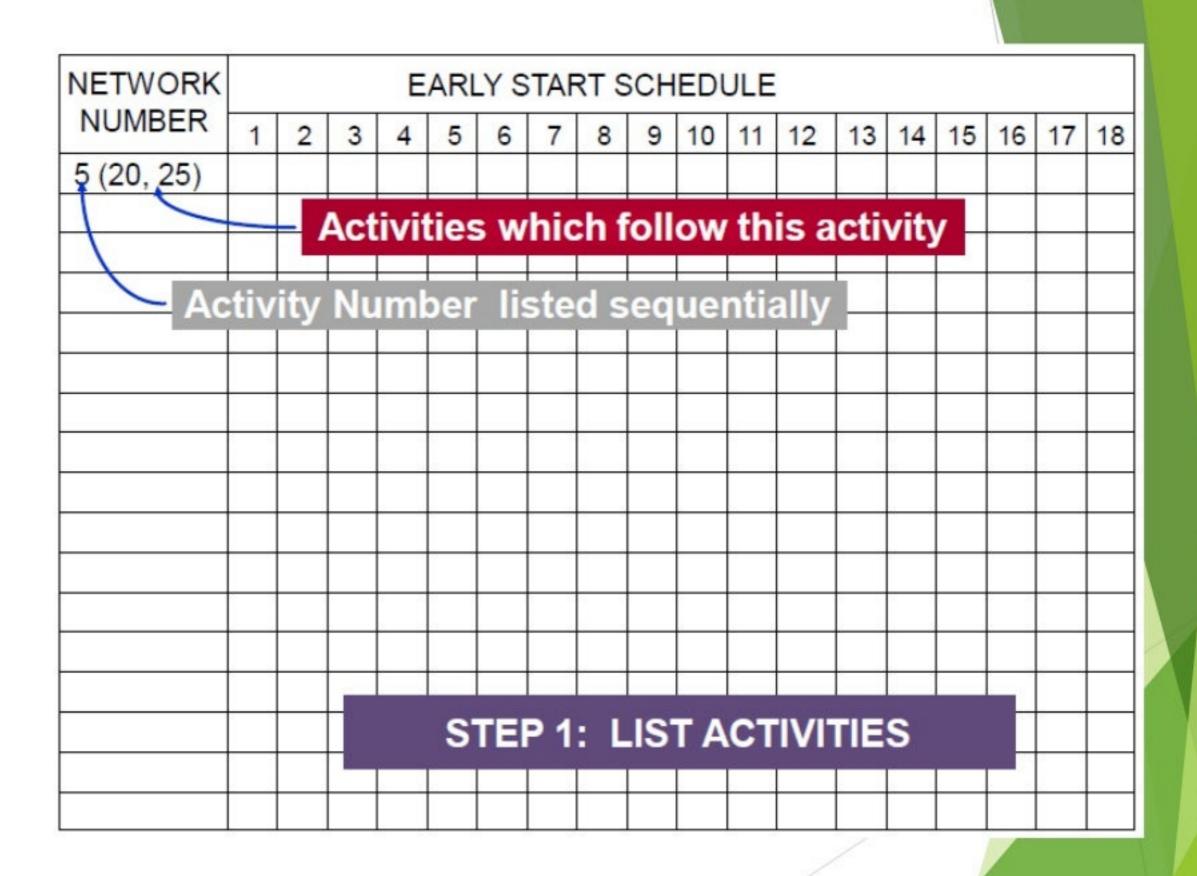
Page 20 of Student Workbook

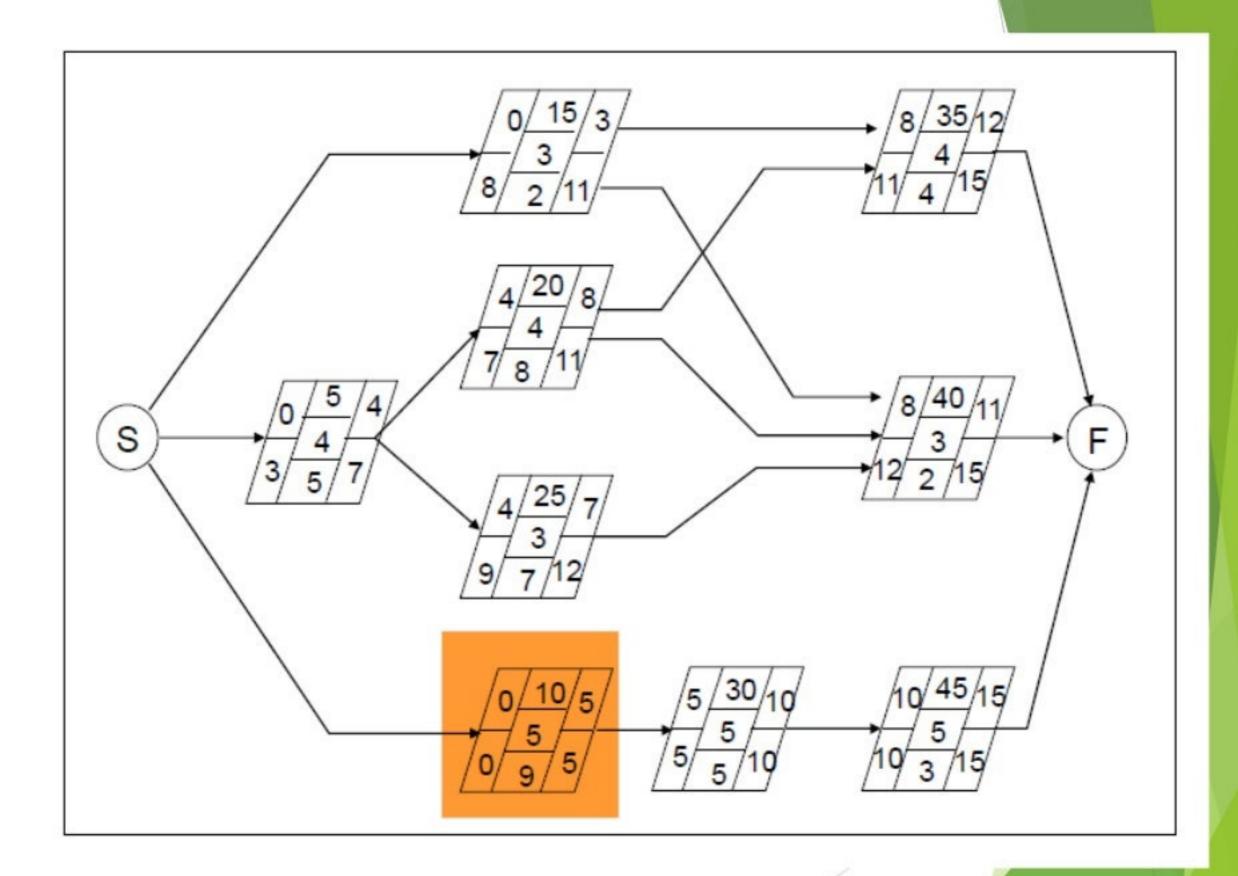


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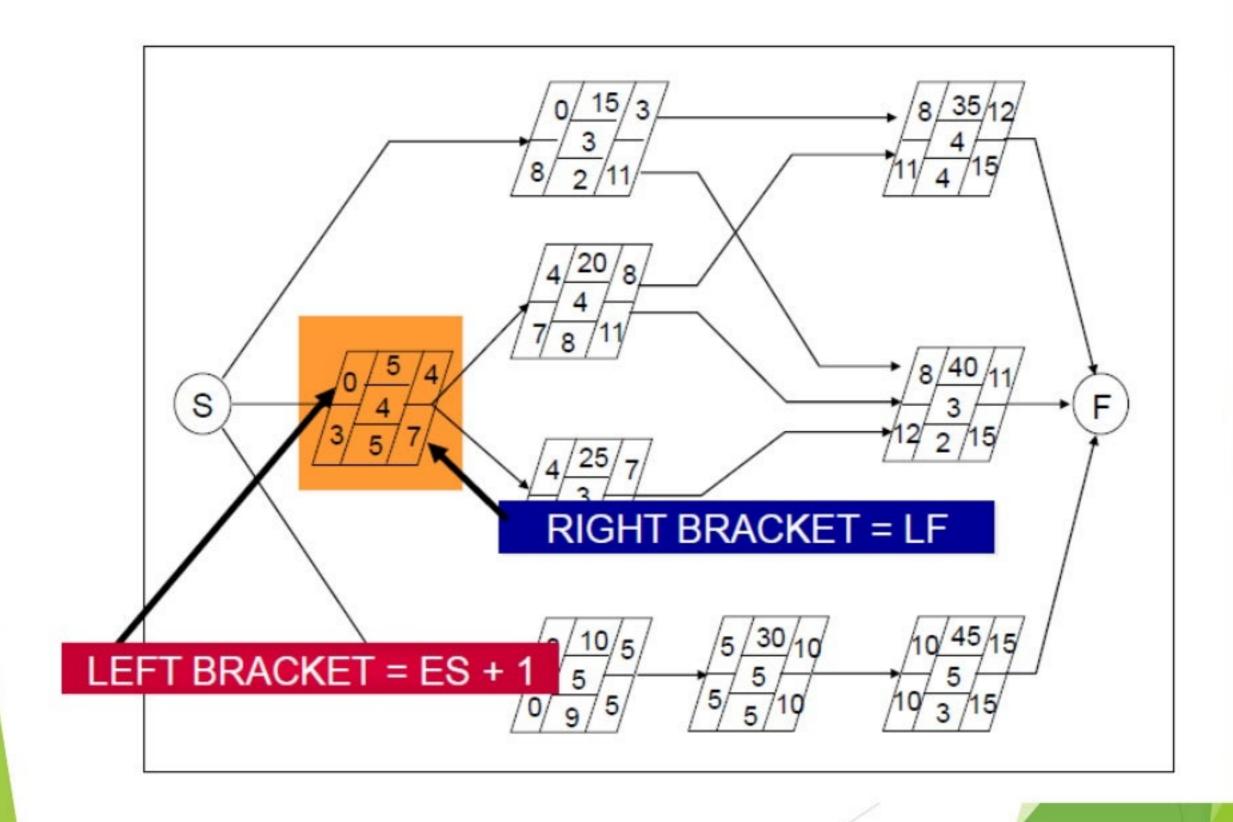


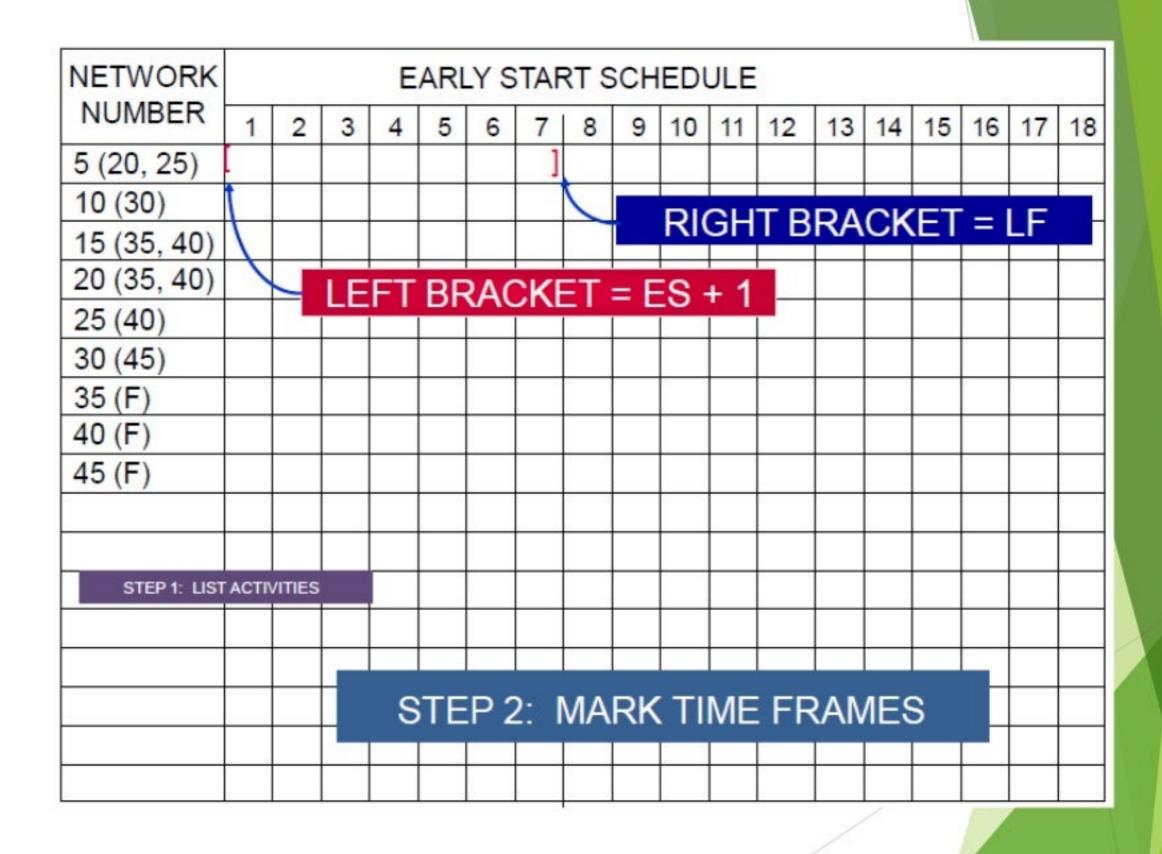


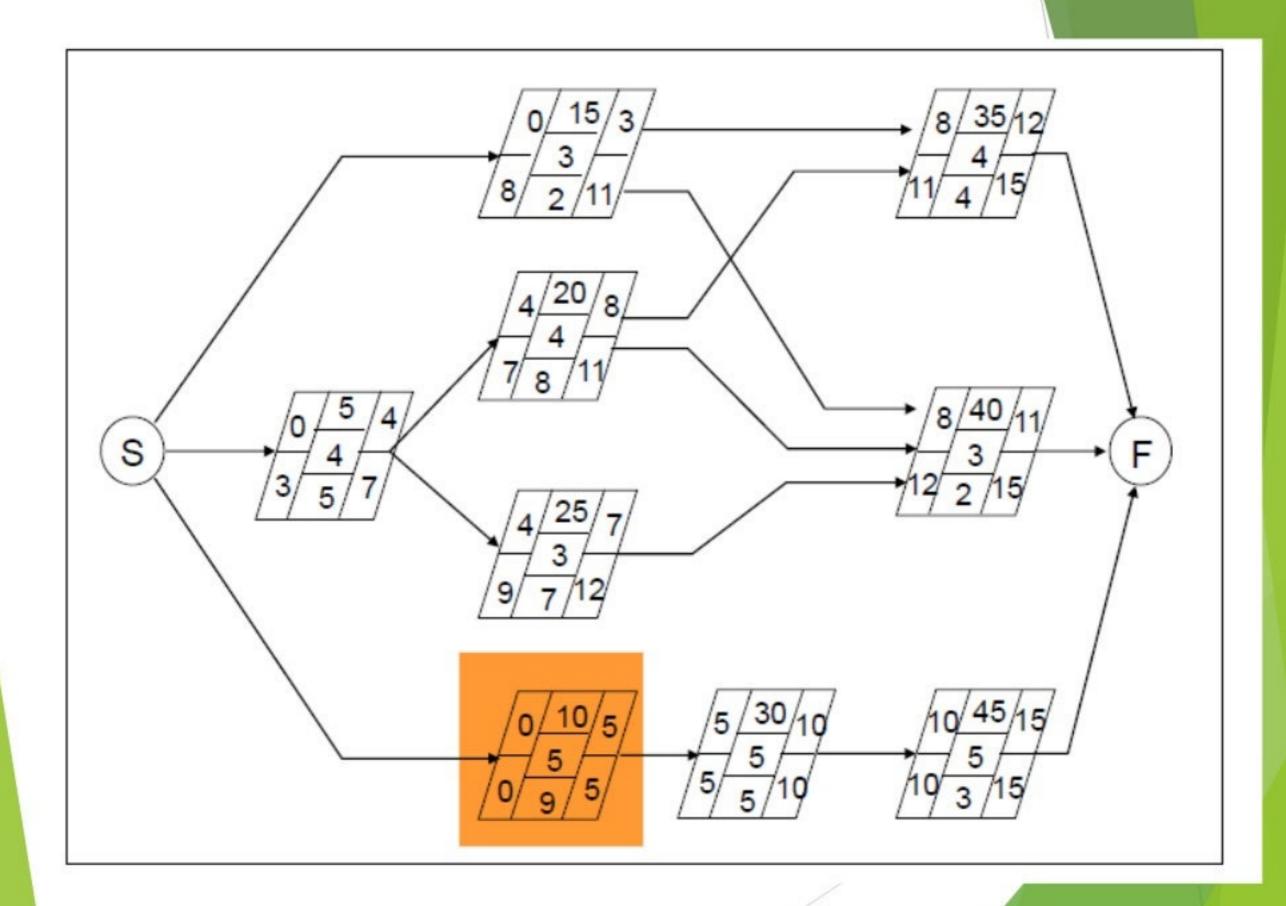


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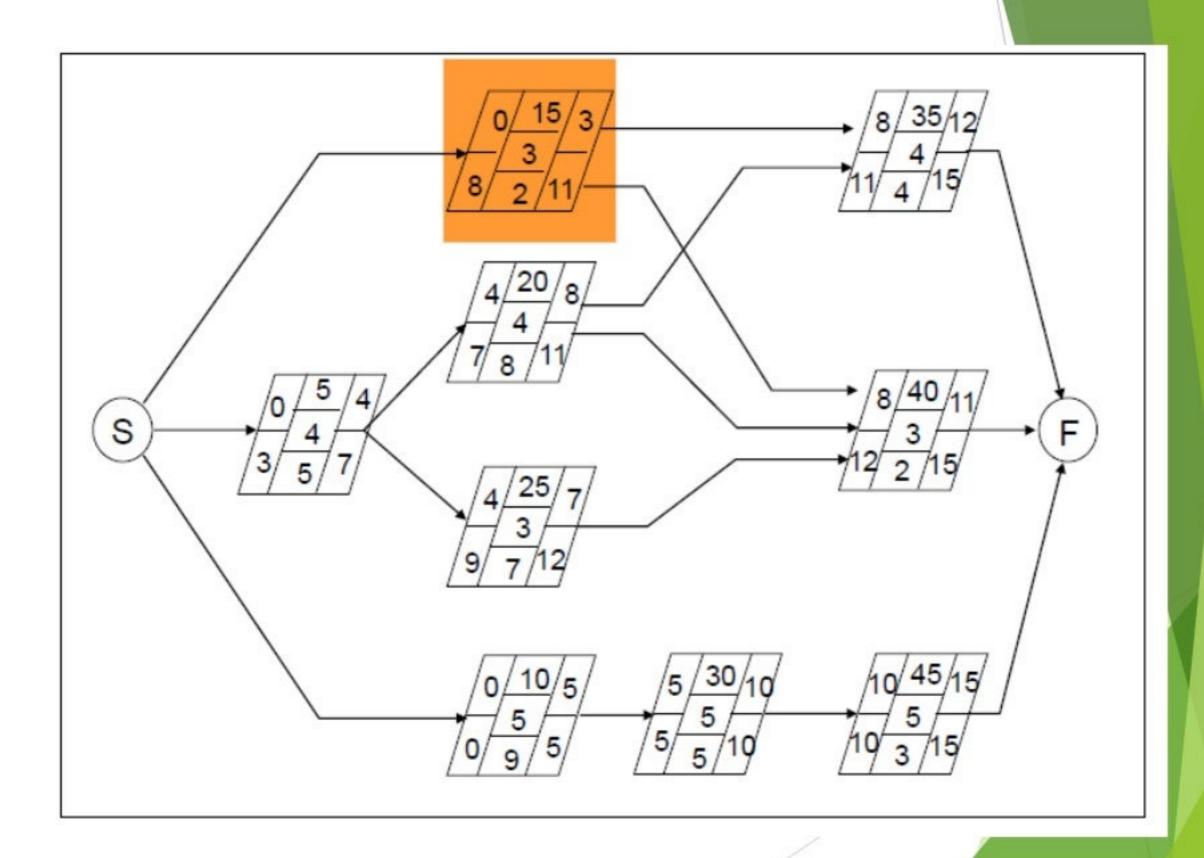
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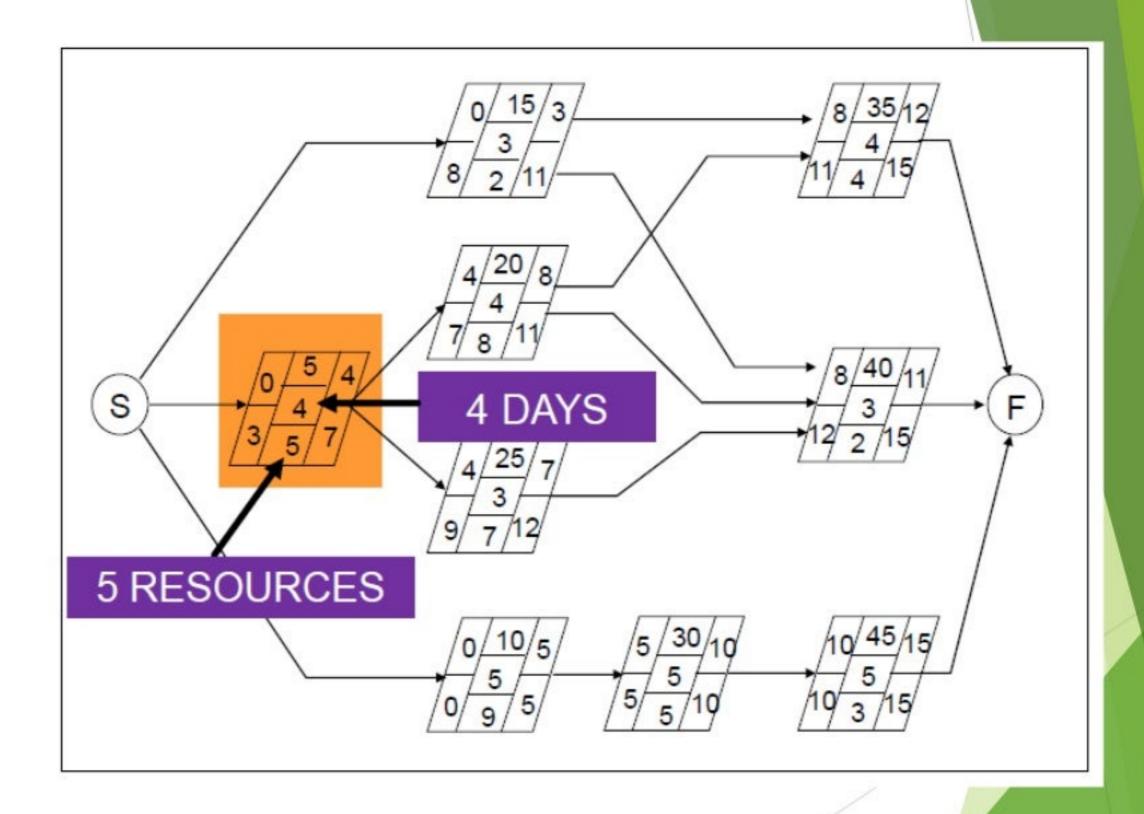




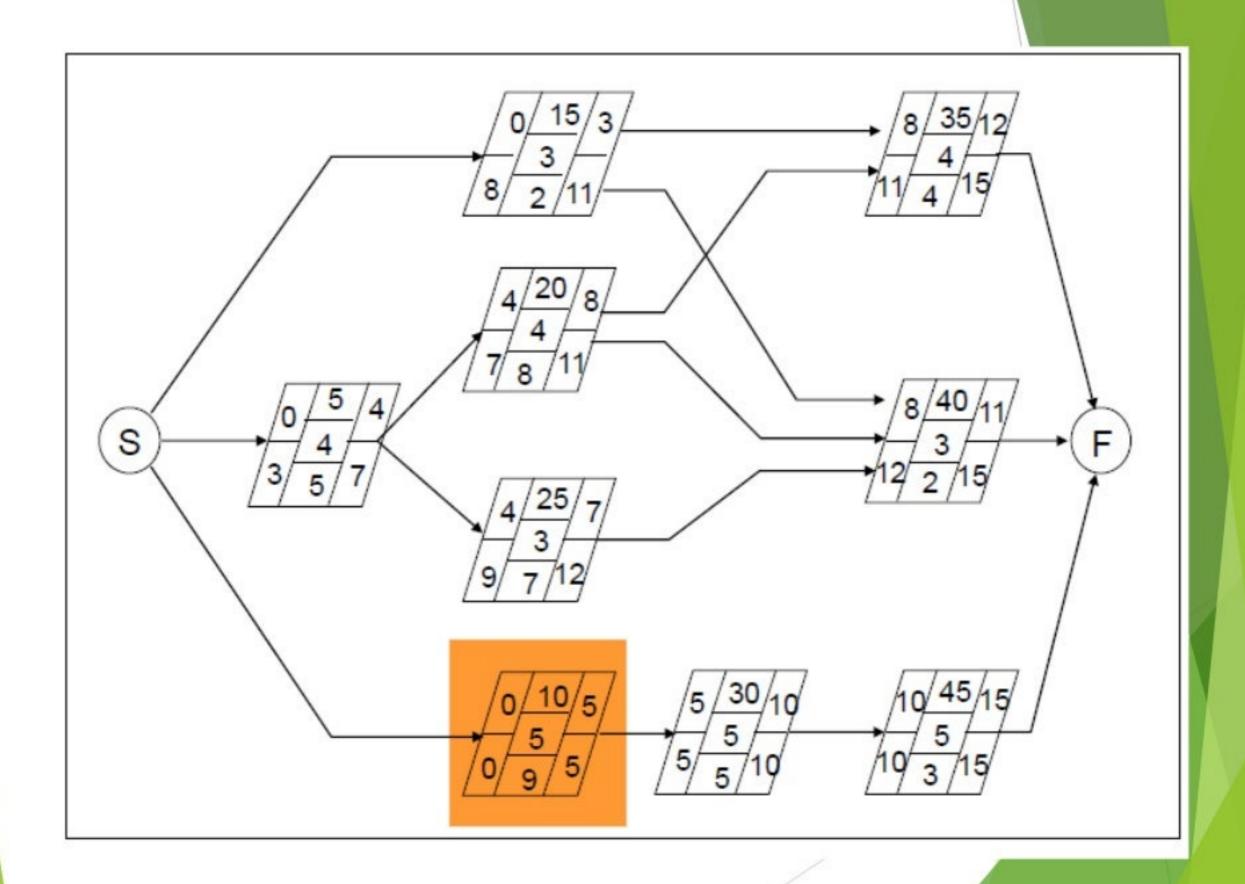
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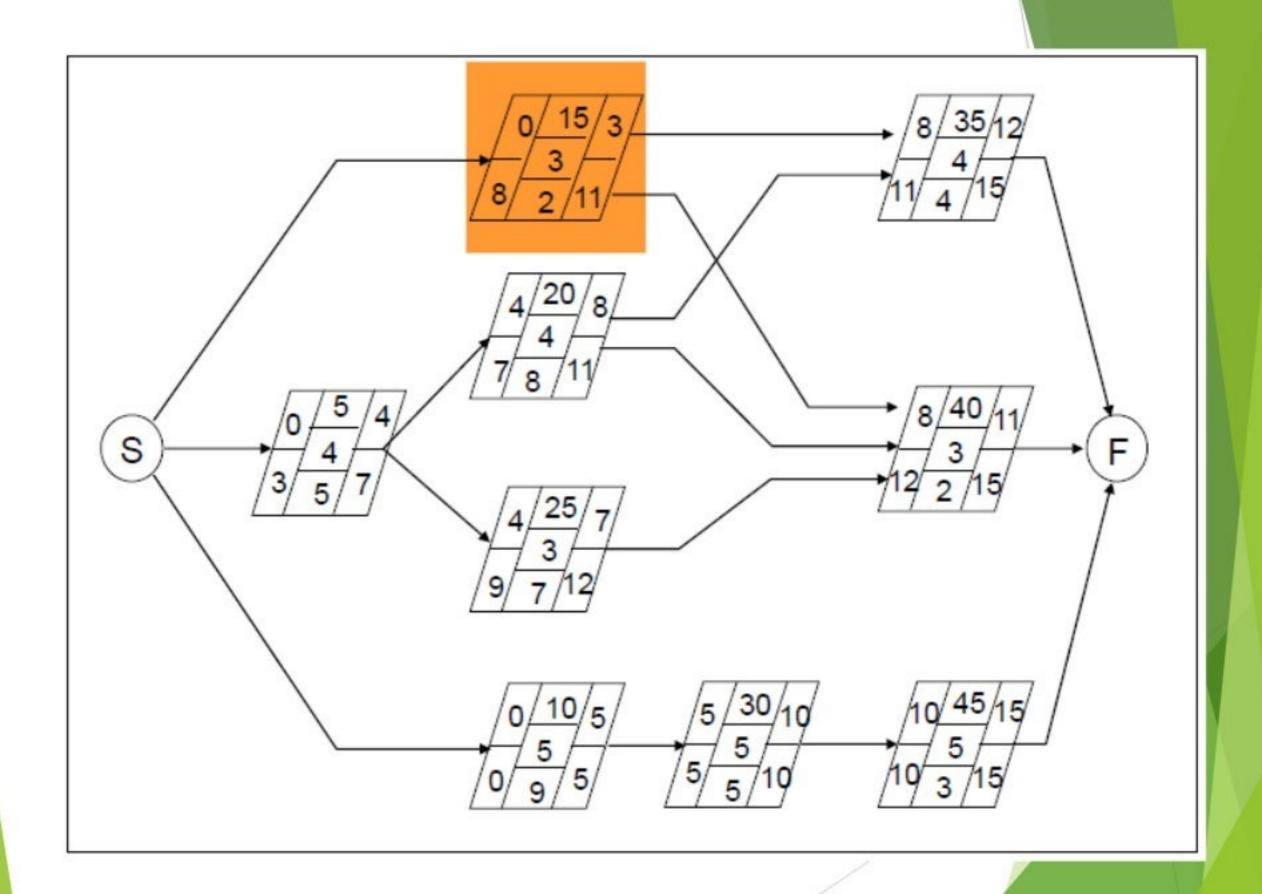
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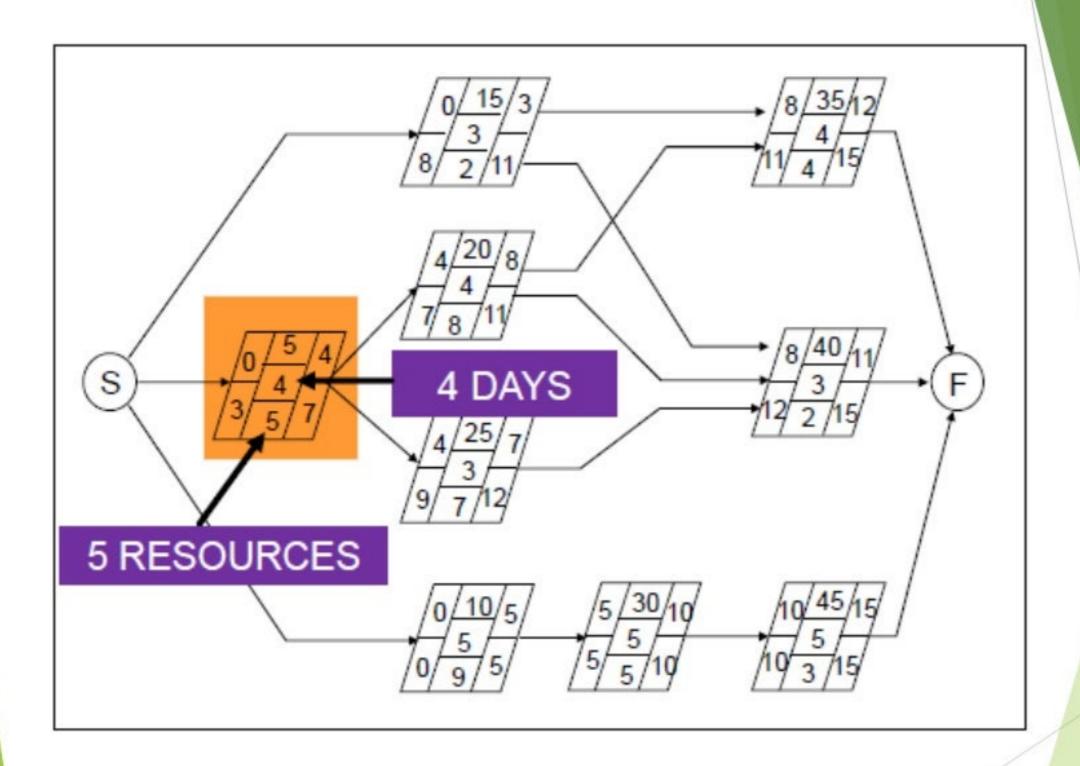
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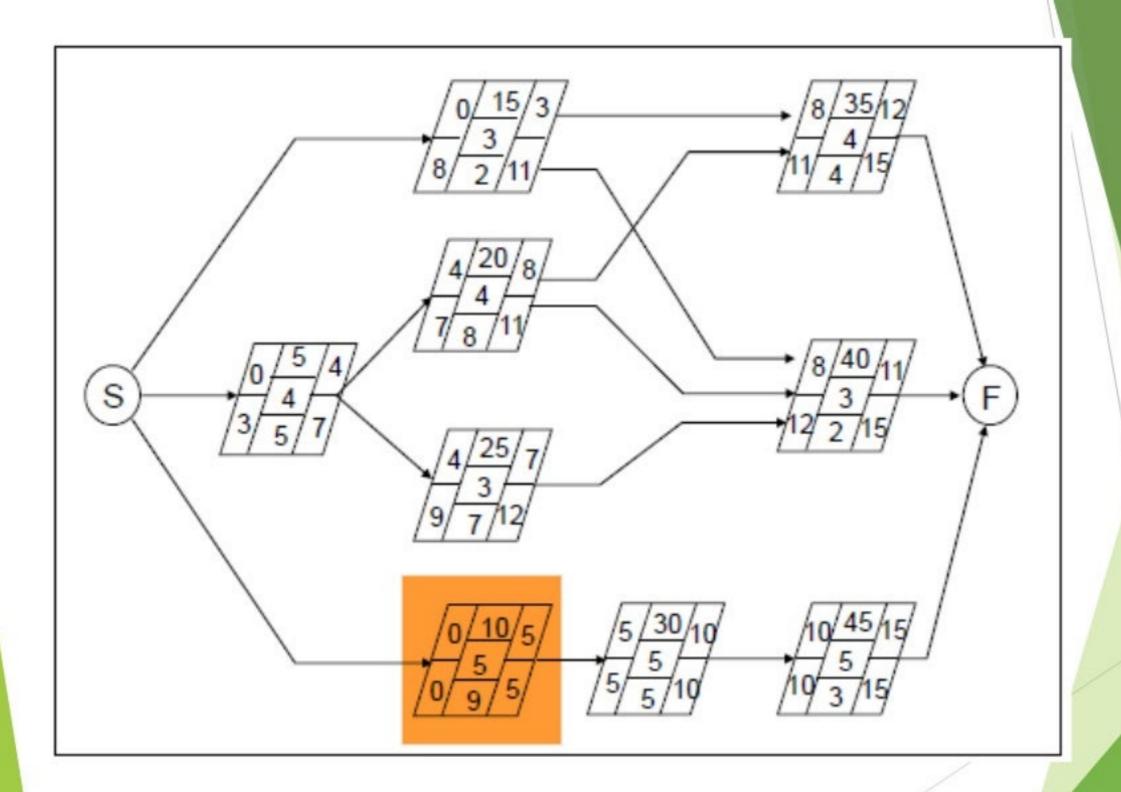
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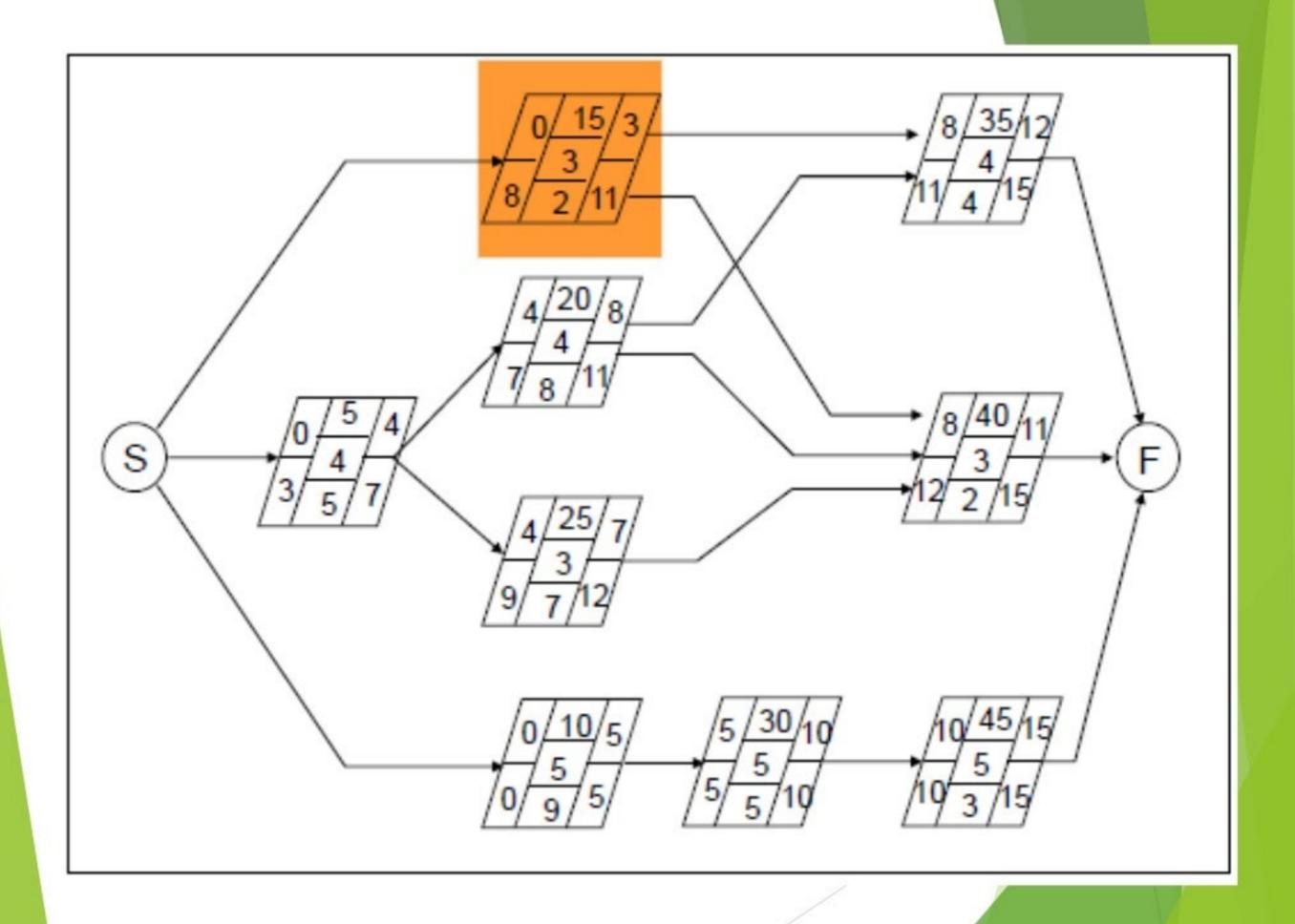
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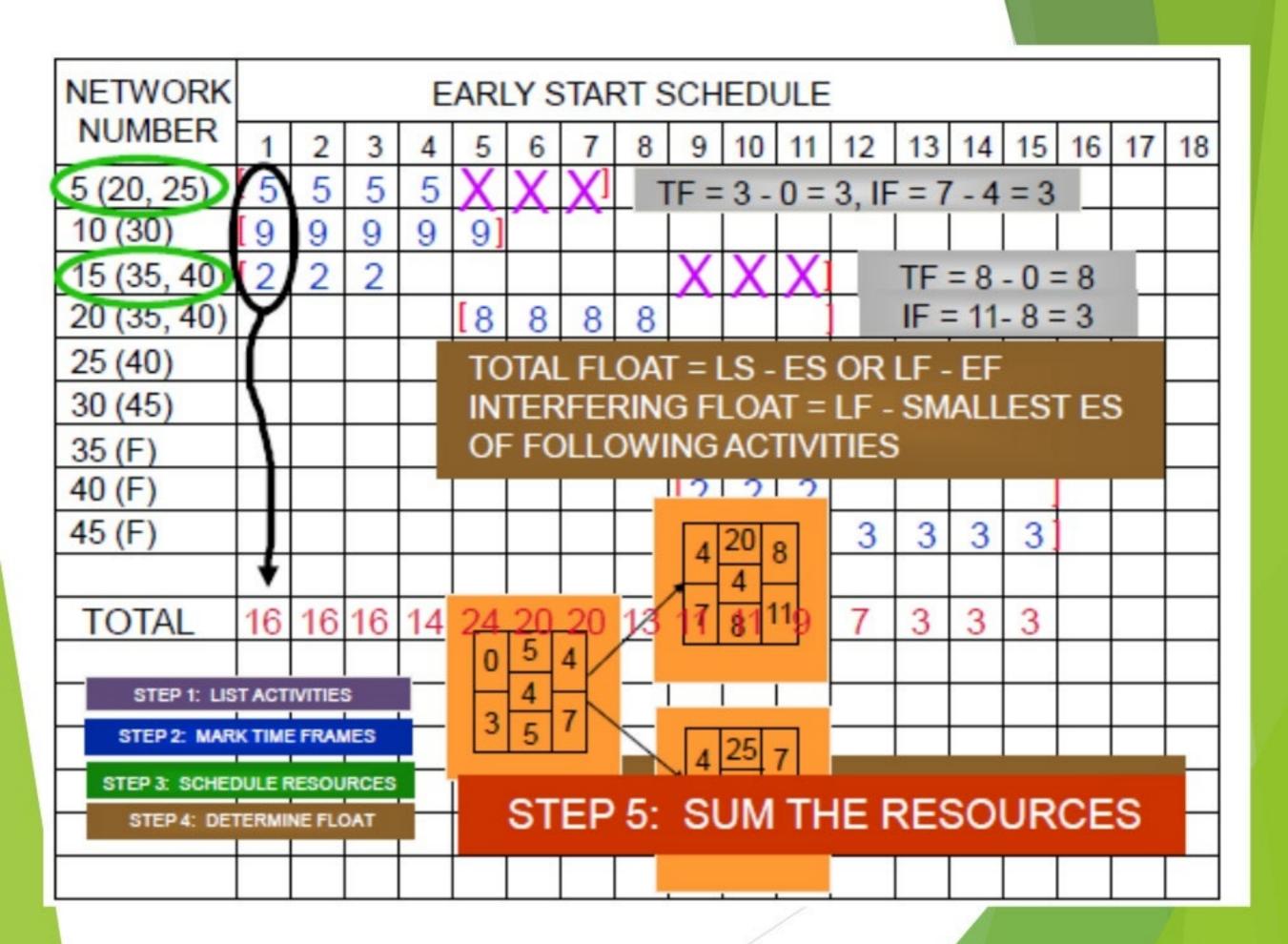


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Enabling Learning Objectives

- Receive and interpret a construction directive
- Develop an activities list
- Determine sequential relationships among activities
- Construct a logic network
- Estimate resource requirements
- Compute a time analysis
- Prepare an Early Start Schedule
- Employ project control measures
- Resource constrain a construction project

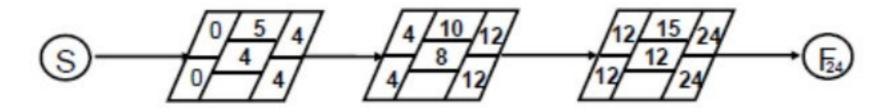
Project Control

- Project Control is based on two elements:
 - Lag Factors
 - Regaining the Schedule

Lag Factors

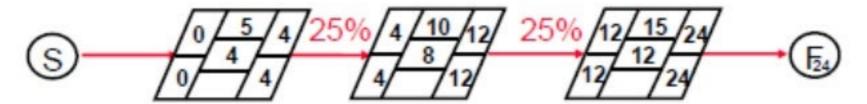
- Allow us to accurately reflect logic of some activities.
- Lag Factors are shown as a percent.
- Activity 10 cannot begin until activity 5 is 25% complete.

ORIGINAL LOGIC



Activity	Description
5 (10)	Clear and Grub
10 (15)	Prepare subbase
15	Base Course

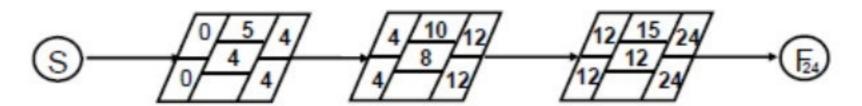
ORIGINAL LOGIC



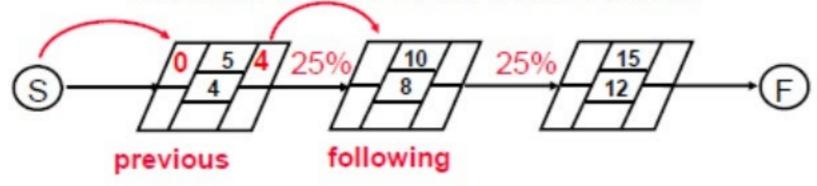
INTRODUCE 25% LAG FACTORS

Activity	Description
5 (10)	Clear and Grub
10 (15)	Prepare subbase
15	Base Course

ORIGINAL LOGIC



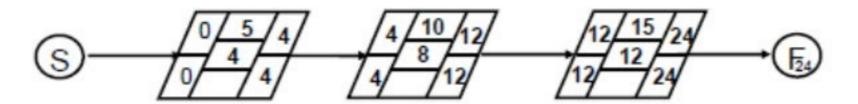
LOGIC WITH LAG FACTORS

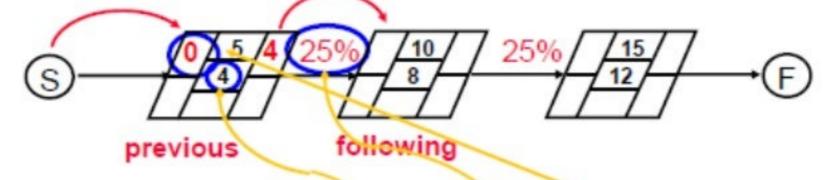


FORWARD PASS EQUATION:

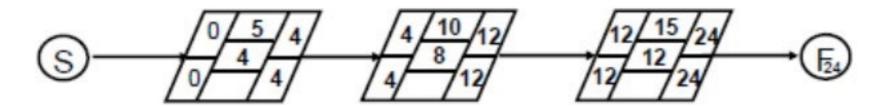
ES (following) = DURR (prev) X % LAG + ES (prev)

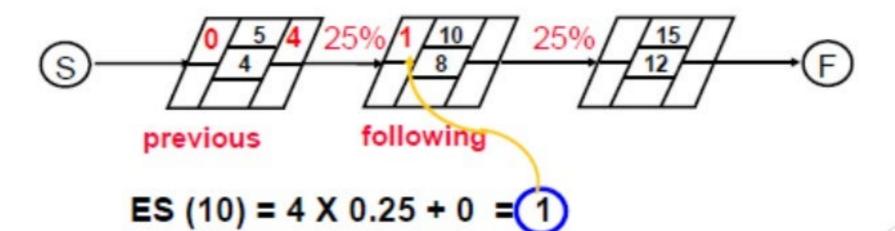
ORIGINAL LOGIC



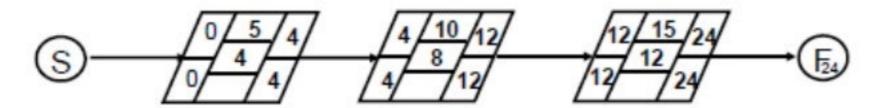


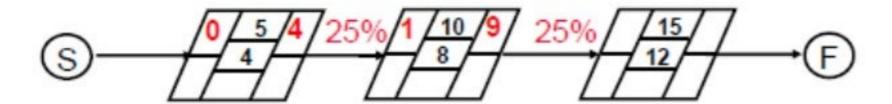
ORIGINAL LOGIC



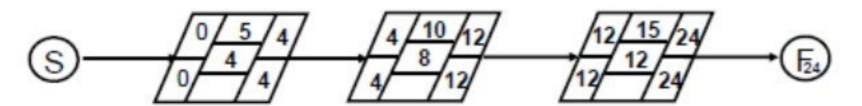


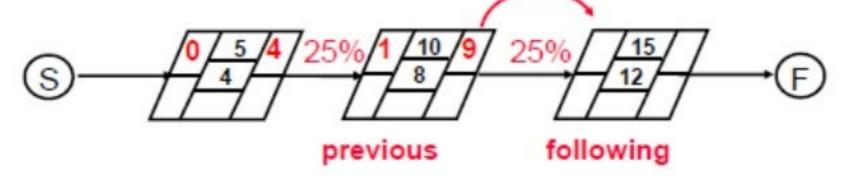
ORIGINAL LOGIC



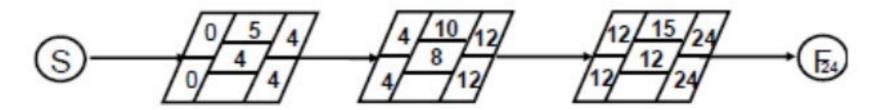


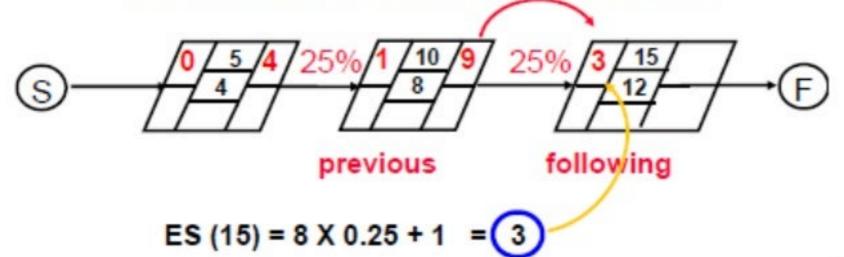
ORIGINAL LOGIC



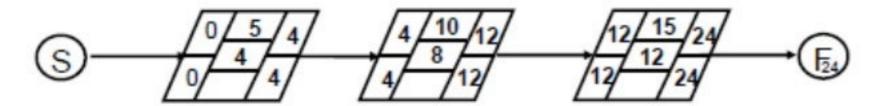


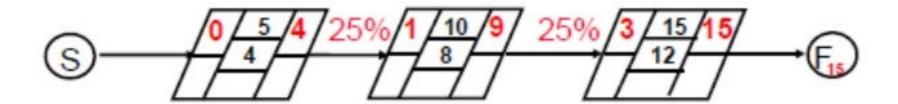
ORIGINAL LOGIC



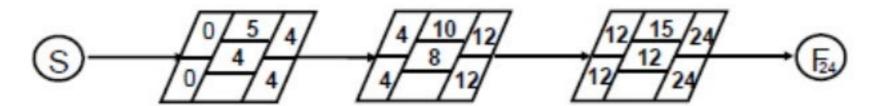


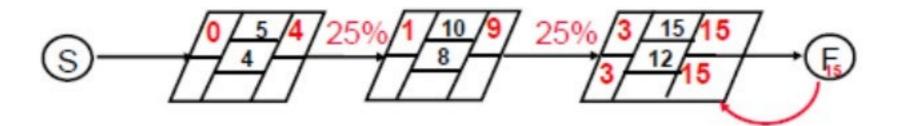
ORIGINAL LOGIC



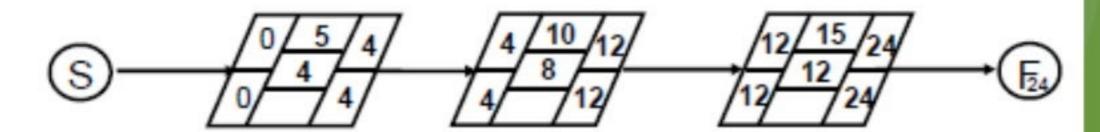


ORIGINAL LOGIC

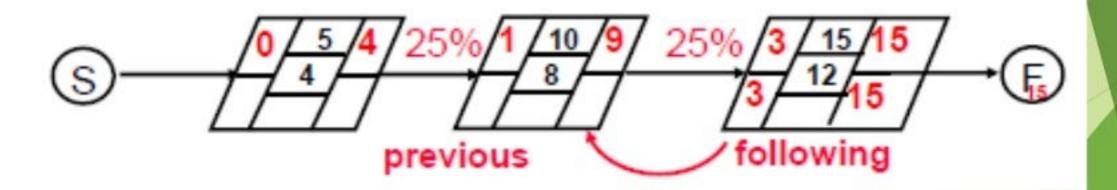




ORIGINAL LOGIC



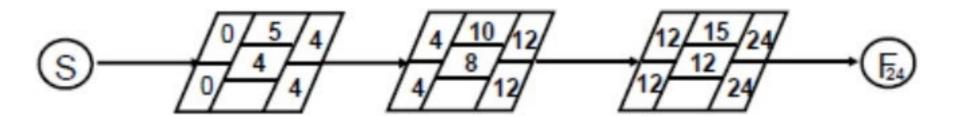
LOGIC WITH LAG FACTORS

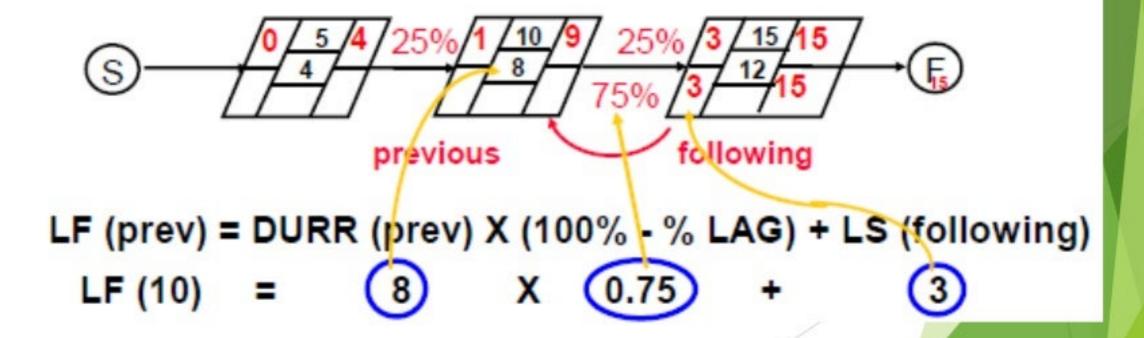


BACKWARDS PASS EQUATION:

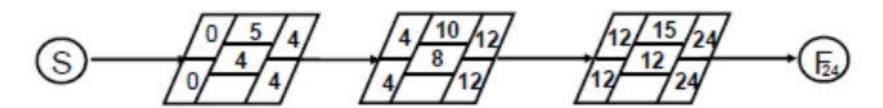
LF (prev) = DUR(prev) X (100 - % LAG from forward pass) + LS (follow)

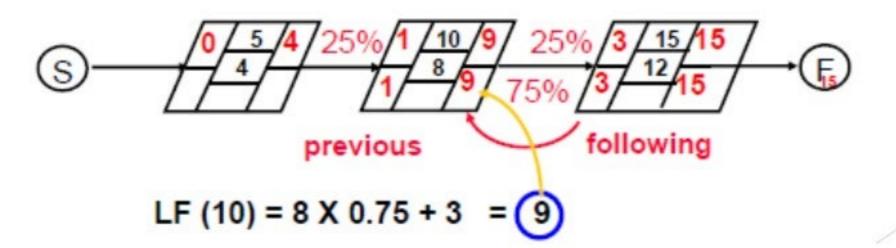
ORIGINAL LOGIC



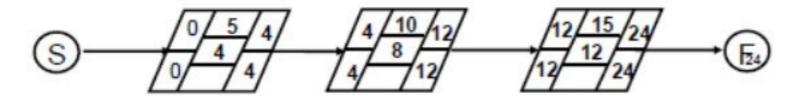


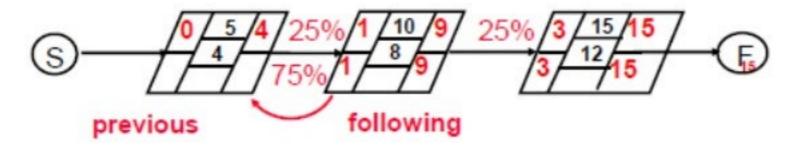
ORIGINAL LOGIC



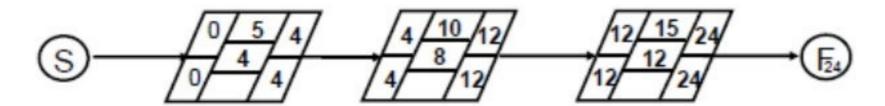


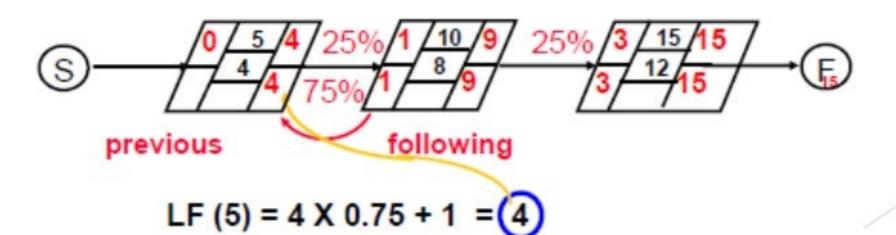
ORIGINAL LOGIC



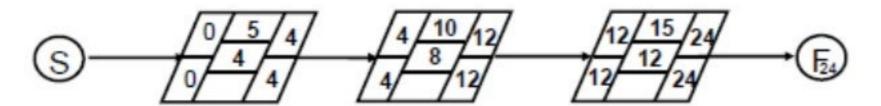


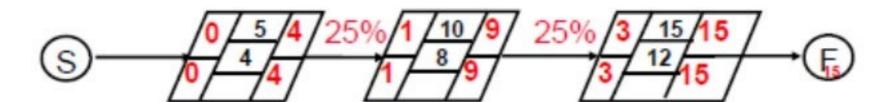
ORIGINAL LOGIC





ORIGINAL LOGIC





Project Crashing



Project Crashing

- Trying to complete a project earlier than originally planned.
- Getting a project back on schedule that has been delayed.

Project Crashing Methods

- Work longer hours
- Work double shifts
- Work weekends
- Change the technology
- Apply more resources to the project

Project Crashing

- REMEMBER
- No matter which method or methods you use to crash your project...

The project duration will decrease ONLY if you shorten the activities on the CRITICAL PATH !!!

Project Crashing Considerations

- Safety
- Efficiency
- Morale
- Cost
- Logistics/Maintenance
- Quality Control

Enabling Learning Objectives

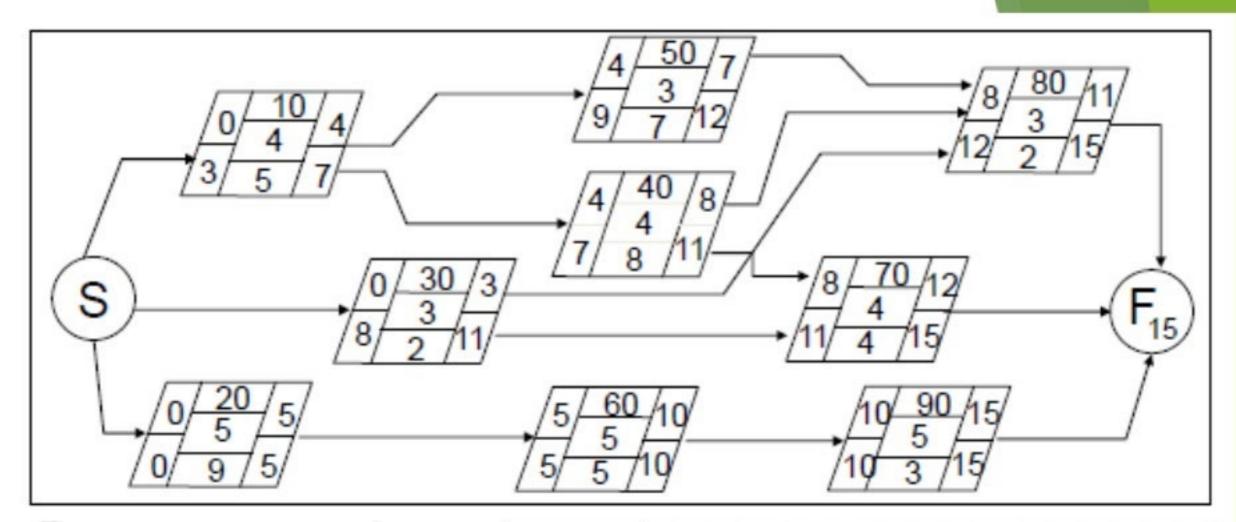
- Receive and interpret a construction directive
- Develop an activities list
- Determine sequential relationships among activities
- Construct a logic network
- Estimate resource requirements
- Compute a time analysis
- Prepare an Early Start Schedule
- Employ project control measures
- Resource constrain a construction project

Resource Constraining

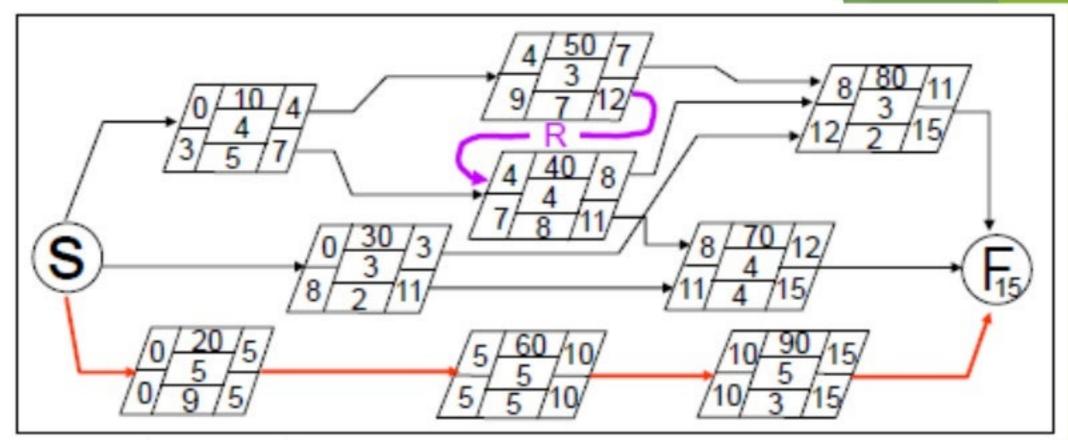
- When daily equipment and personnel requirements exceed what is available, the Project Manager must Resource Constrain the project to affect project duration as little as possible.
- To resource constrain a project the project manager completes the following:
 - Resource constrain the ES schedule
 - Update the logic network
 - Update the ES schedule

Resource Constraining

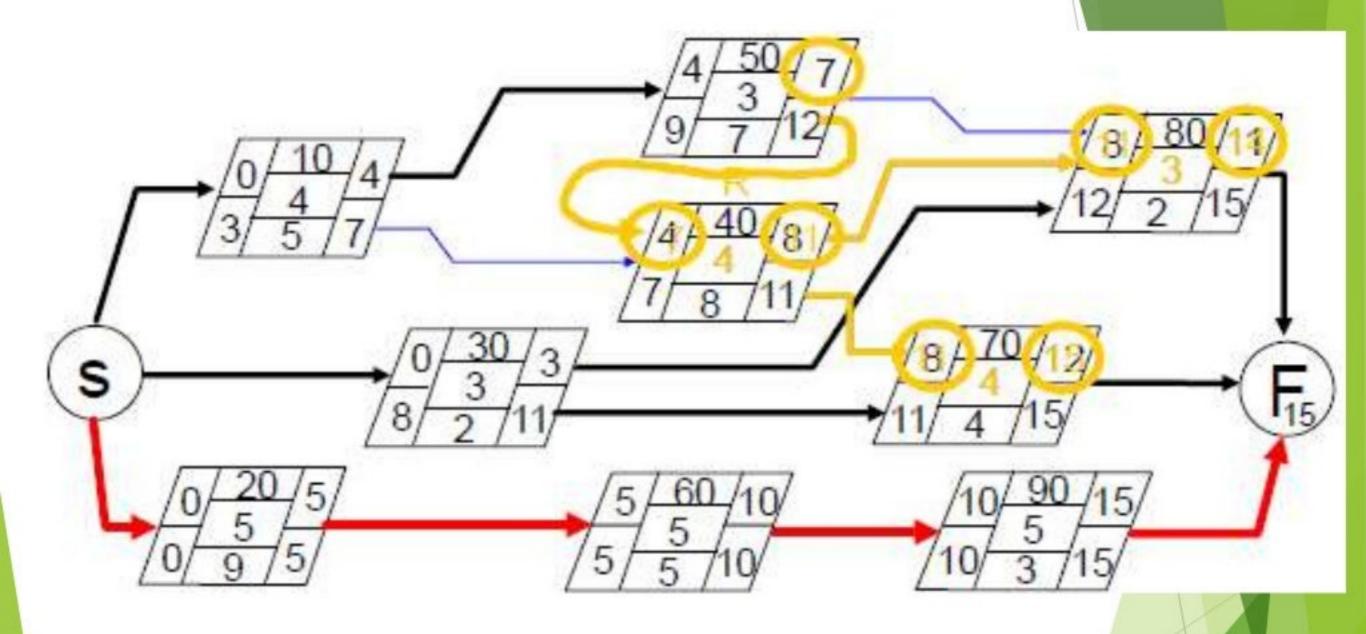
To resource constrain follow the 12 Step Sequence found in your Student Workbook and Appendix D of TM 3-34.42



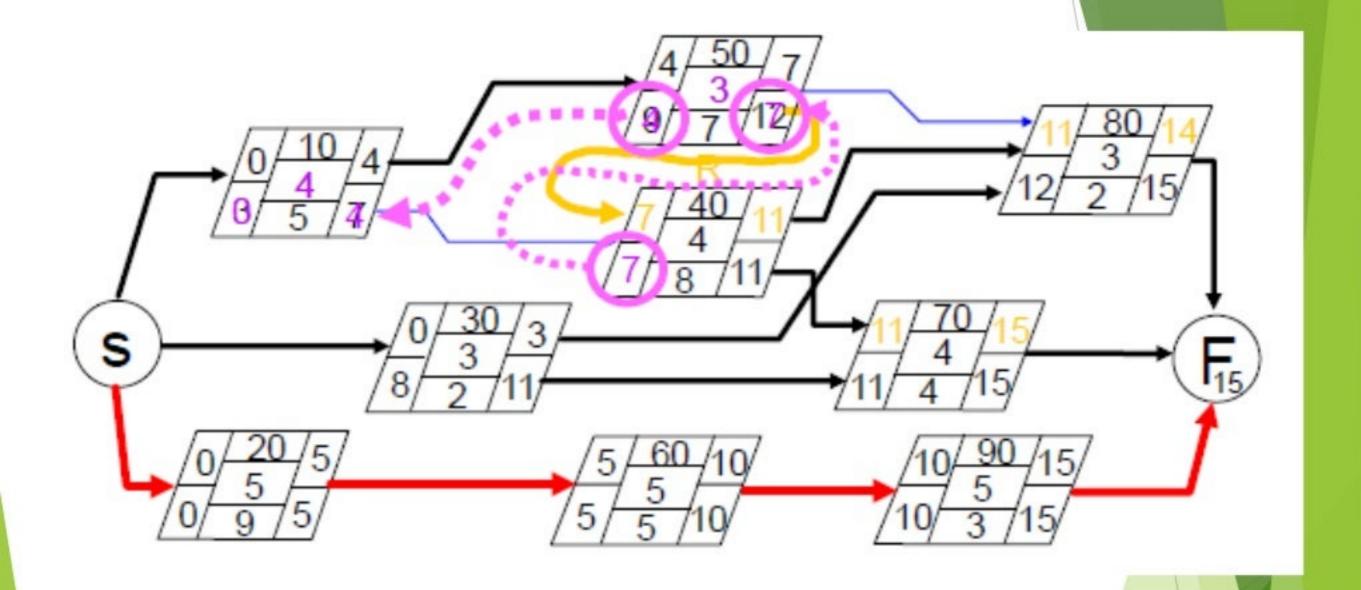
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10 (40,5	0)	[5	5	5	5	X	X	X										
20 (60)		[9	8	8	8	9]												
30 (70,8	0)	[2	2	2						X	X	XI						
40 (70,8	0)					[8	8	8	8	X	X	X						
50 (80)						[7	7	7		X	X	X	X]					
60 (90)							[5	5	5	5	5]							
70										[4	4	4	4			1		
80										[2	2	2				1		
90),						[3	3	3	3	31		匚
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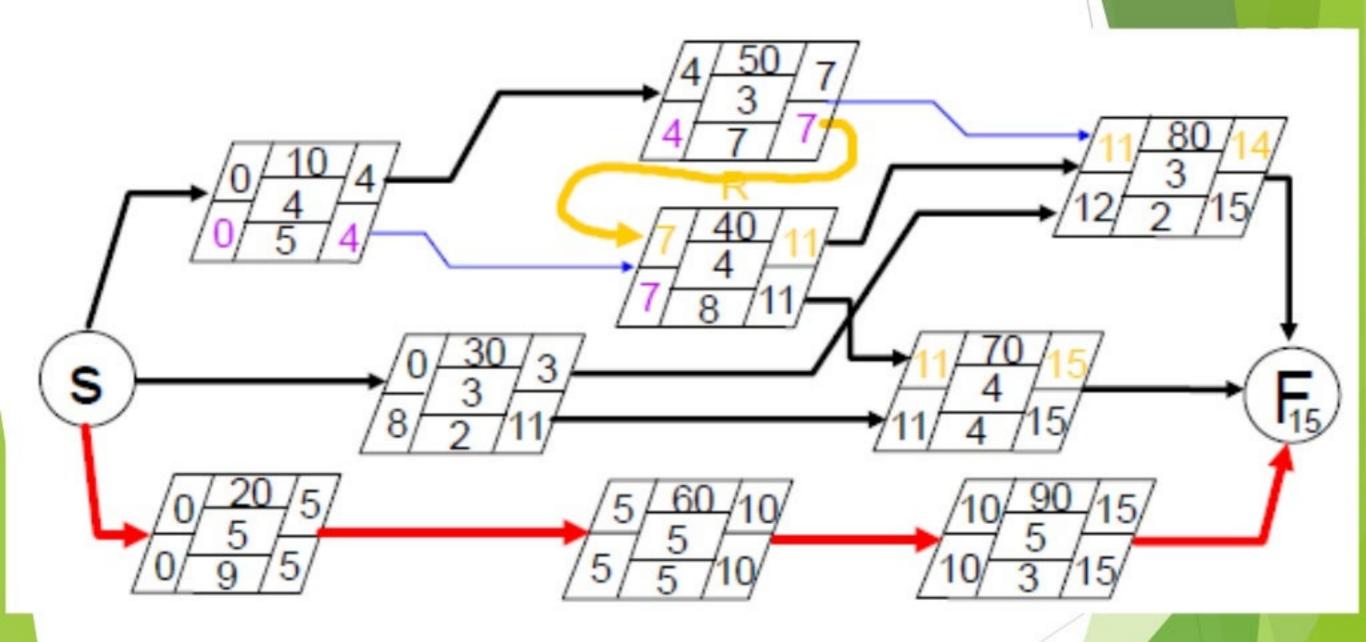
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NUMBER	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
10 (40, 50)	5	5	5	5	X	X	X											
20 (60)	9	9	9	9	9													
30 (70, 80)	2	2	2						X	X	X							
40 (70, 80)					7	1	N.	8	X	X	X	R						
50 (80)					7	7	7	1	X	Χ	X	X						
60 (90)						[5	5	5	5	5								
70									4	4	4	4	4	4	4	L		
80									2	1	1	2	2	2		L		
90											3	3	3	3	3			2
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					16	12	12	13	13	13	11	9	9	9	7	S		



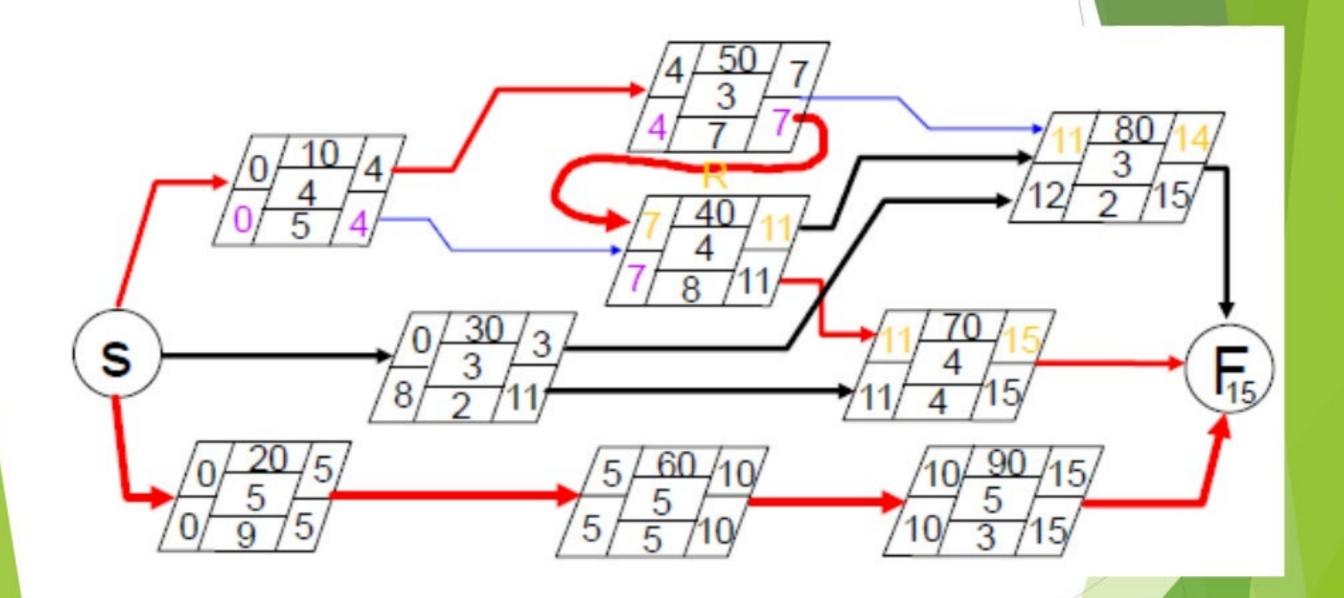
 Conduct a new time analysis. Forward Pass.



 Conduct a new time analysis. Backward Pass.

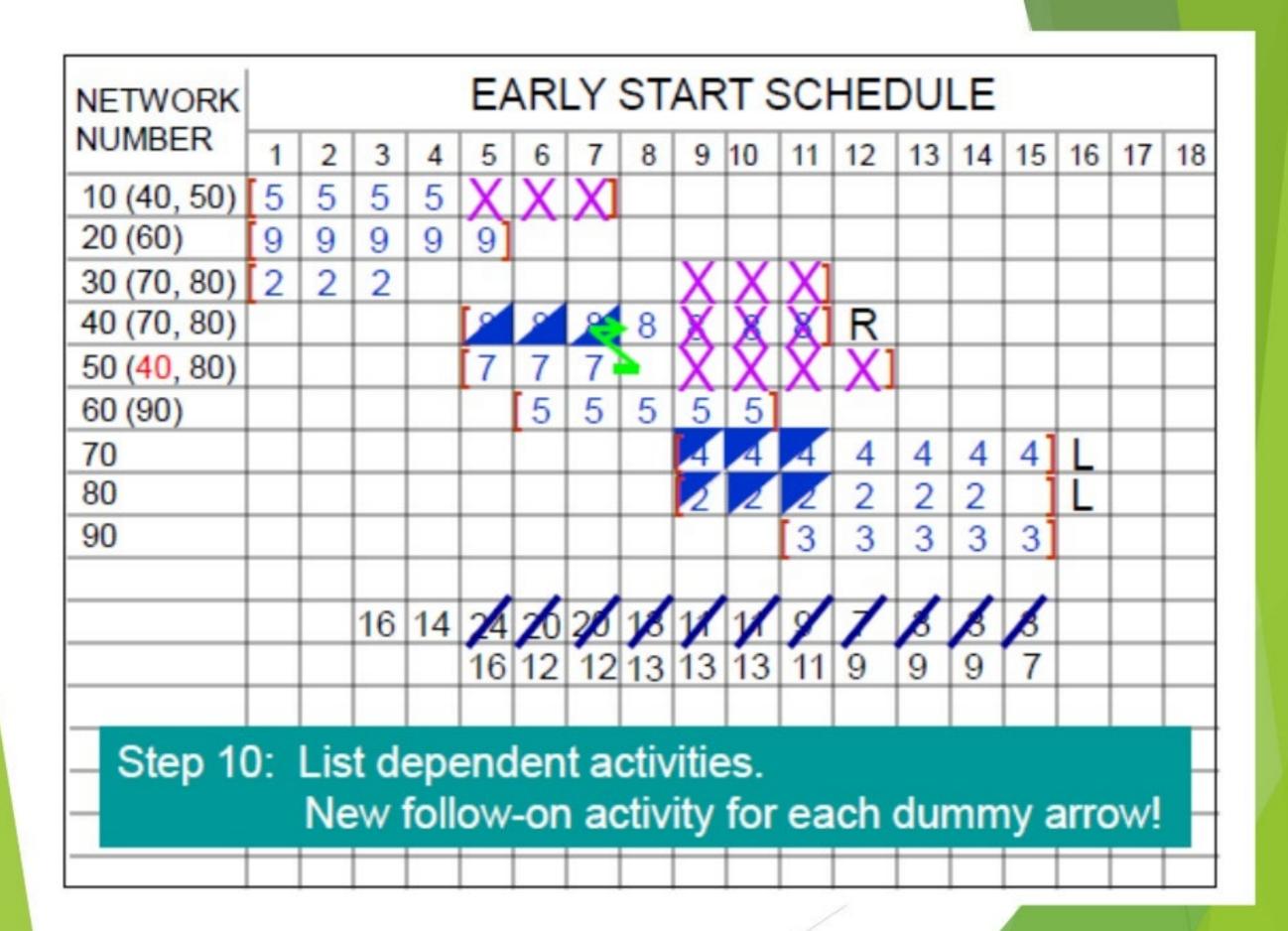


 Conduct a new time analysis. What else has changed?

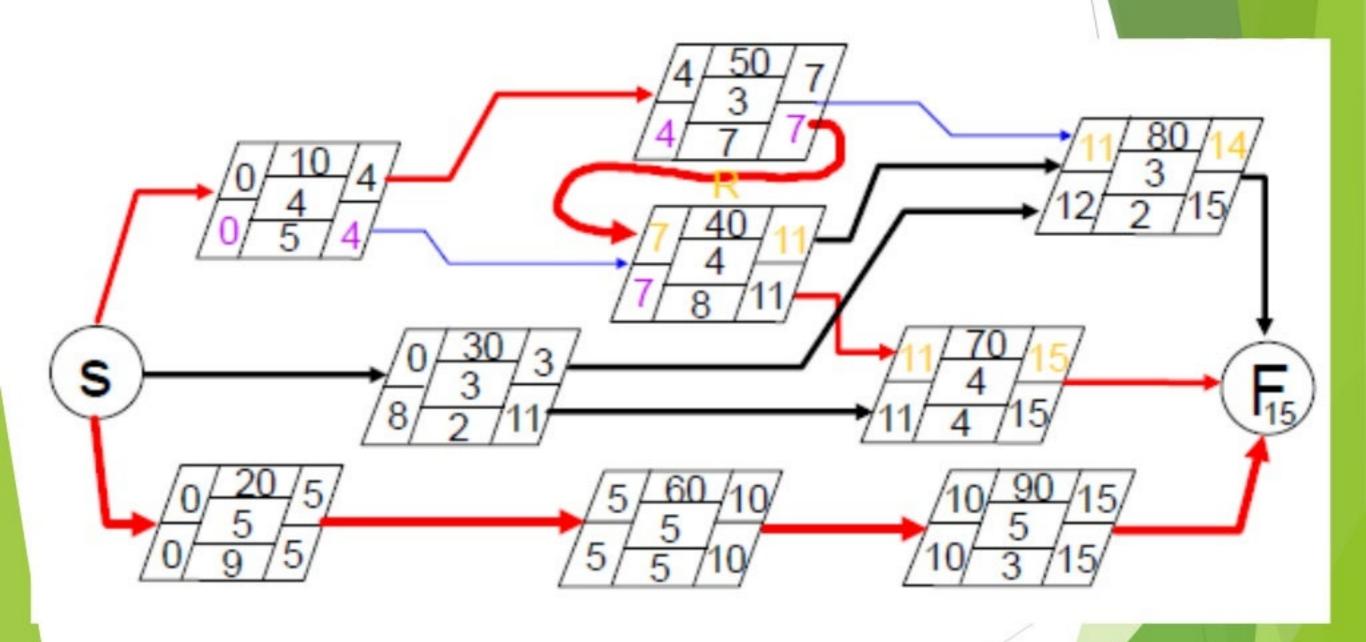


The Critical Path added a new path

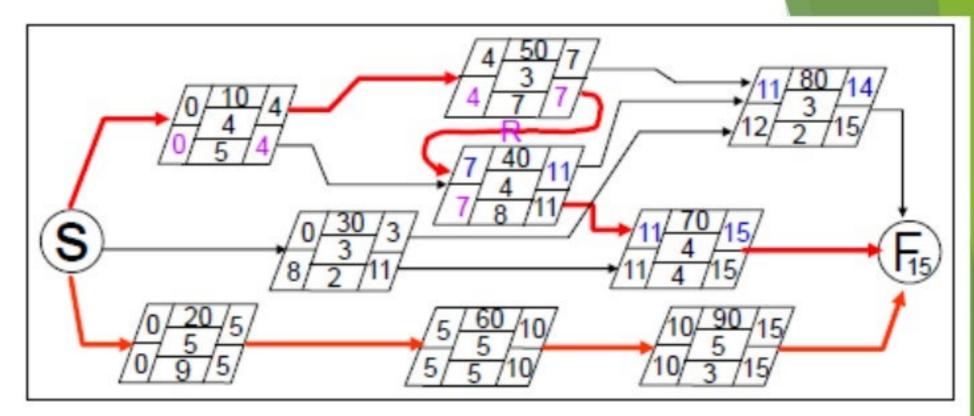
NETWORK					E	١RI	Y	ST	AR	TS	SCI	HEI	DU	LE				
NUMBER	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
10 (40, 50)	5	5	5	5	X	X	X											
20 (60)	9	9	9	9	9													
30 (70, 80)	2	2	2						X	X	X							
40 (70, 80)					9	0	2	8	X	X	X	R						
50 (80)					7	7	7		Χ	X	X	X.						
60 (90)						5	5	5	5	5								
70									4	4	4	4	4	4	4	L		
80									2	1	1	2	2	2		L		
90											3	3	3	3	3			
			16	14	24	26	28	18	1/	1/	9	1	1	1	B			
					16	12	12	13	13	13	11	9	9	9	7			
	Ph	as	e T	hre	ee:	U	pda	ate	th	e E	S	sch	edu	ıle.				



Which activities have changed?



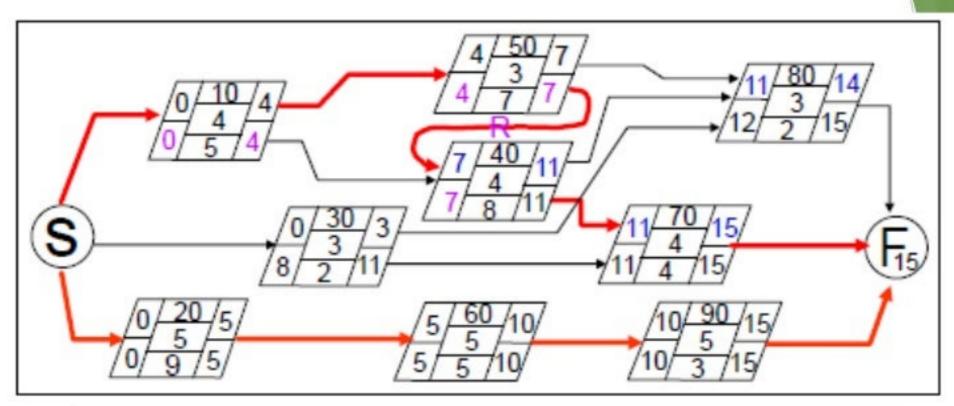
10, 40, 50, 70, 80



Step 11: Adjust time frames.

Activities 10,40,50, 70,80

NETWORK			E	ΕΑ	RI	Υ	S	TΑ	R	T	SC	H	ΕD	U	LE			
NUMBER	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
10 (40, 50)	5	5	5	5	X	X	X											
20 (60)	9	9	9	9	9													
30 (70, 80)	2	2	2						X	X	X							
40 (70, 80)					9	8	0	8	X	X	X	R						
50 (40, 80)					7	7	7		X	X	X	X						
60 (90)						5	5	5	5	5								
70									4	4	4	4	4	4	4	L		
80									2	1	1	2	2	2		L		
90											3	3	3	3	3			
TOTAL	16	16	16	14	7 4	16	28	1/	1/	1/	1	1	ß	ß	ß			
					16	12	12	13	13	11	9	9	7	3	3			



NETWORK		EARLY START SCHEDULE 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18																				
NUMBER	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18				
10 (40, 50)	5	5	5	5	×	X	X				M	e ar		201		lon		nith	+1-	00 1	EC	CI
20 (60)	9	9	9	9	9						VVE	e ai	eı	IOV	v u	OH	ev	viu	ı u	ie i	LO	O!
30 (70, 80)	2	2	2						X	X	X											
40 (70, 80)					-	1	*	8	X	X	X	R										
50 (40, 80)					[7	7	7	4	X	X	X	X										
60 (90)						[5	5	5	5	5												
70									7	4	X	4	4	4	4	L						
80	7 (S)								72	1	1	[2	2	2		L						
90											3	3	3	3	3							
TOTAL	16	16	16	14	24	20	28	18	1/	1/	9	1	1	ß	ß							
	1 0				16	12	12	13	13	13	11	9	9	9	7							

Project Execution

- Management
- Jobsite Organization
- Quality Control
- Material Management
- Tool/ Equipment Management

Project Execution Management

- Project Board
 - Displayed at jobsite (see next slide)
- Daily briefings to crew
 - Production goals and Safety
- Project Logbook/ Daily Reports
 - Track materials, man hours, equipment, etc
- Updated Gantt Chart

Jobsite Organization

- Creates a safer work environment
- Results in increased productivity
- Reduces the loss, pilferage, damage, and deterioration of staged materials
- Minimizes the time spent daily on minor production decisions by the project manager

Quality Control (QC)

- Project managers and supervisors perform and direct activities to develop an individual project QC plan
- The requirements emerge from the project plans and specifications
- Level of QC will depend on the size, complexity, cost, and risk associated with the project
- Requirements must be specific and measurable

Material Management

- Project Manager must maintain financial awareness
- Track the ordering, storage, and usage of all materials

Tool and Equipment Management

- The platoon leader is signed for the tools and equipment within the platoon
- Ensure accountability of tools and equipment is maintained
- Proper licensing
- PMCS and other required maintenance

Summary

- Receive and interpret a construction directive
- Develop an activity list for a construction project
- Determine sequential relationships among activities
- Construct a logic network for a construction project
- Calculate duration estimates for activities
- Compute a time analysis for a project
- Prepare an early start schedule
- Employ project control measures on a construction project
- Resource constrain a construction project