

# Final Presentation

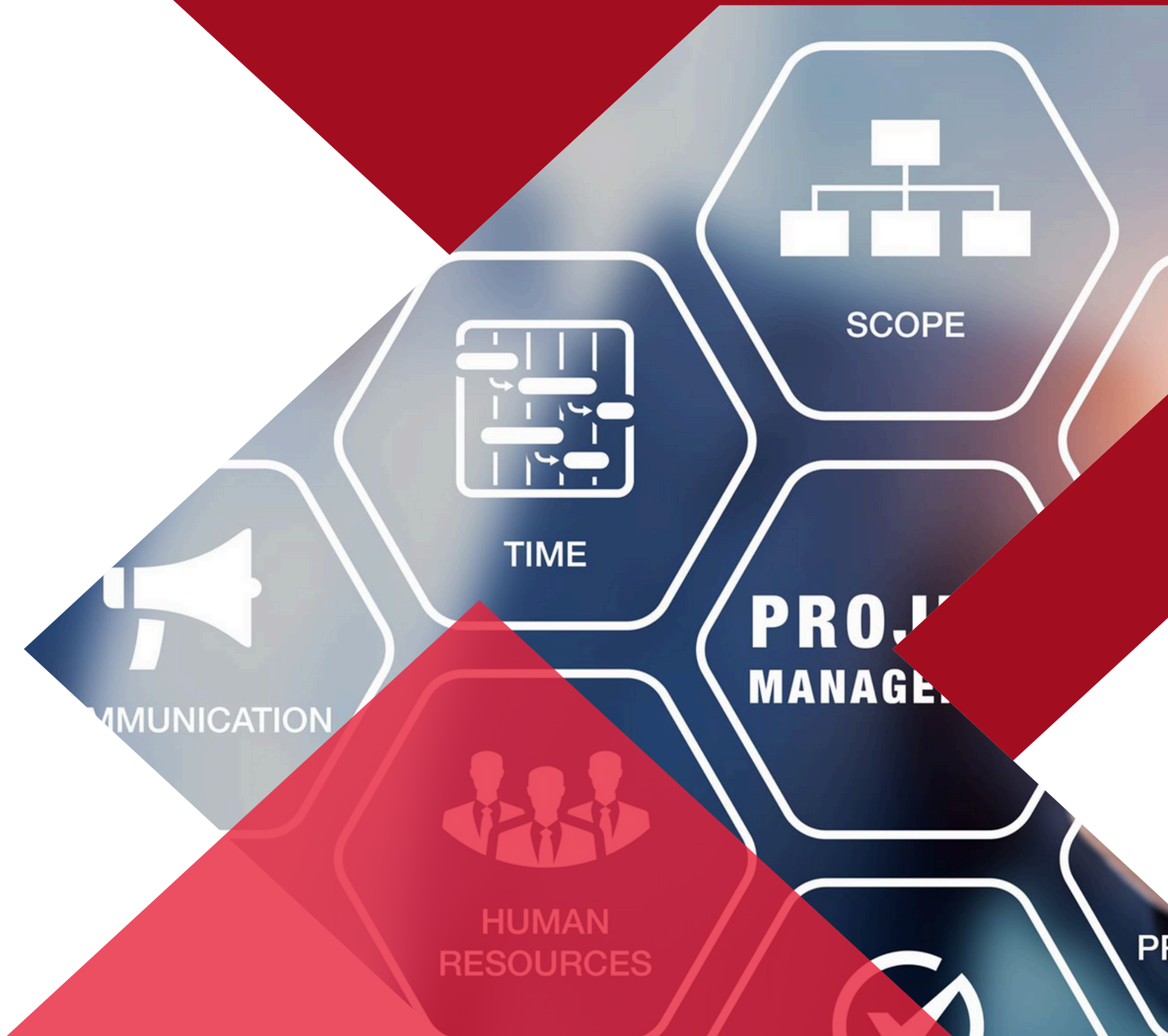
Anastasia Sharangia

Anna Ubilava

Nikoloz Nadaraia

Dima Natchkebia

Giorgi Otinashvili



# MiniPark’s Purpose, Scope and Objectives

## Purpose

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The purpose of this project is to design and construct a mini park at KIU to enhance the campus environment, promote socialization, relaxation, and physical activities among students. The mini park will provide a serene and functional outdoor space where students can gather for various activities such as studying, meetings, recreational activities, and social events.

## Scope

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All activities related to the design, planning, procurement, and construction of the mini park. This involves conducting site analyses, developing conceptual and detailed designs, engaging with the KIU community for feedback, procuring necessary materials and services, and overseeing the construction process to ensure the park meets specified quality standards and regulatory requirements.

## Objective

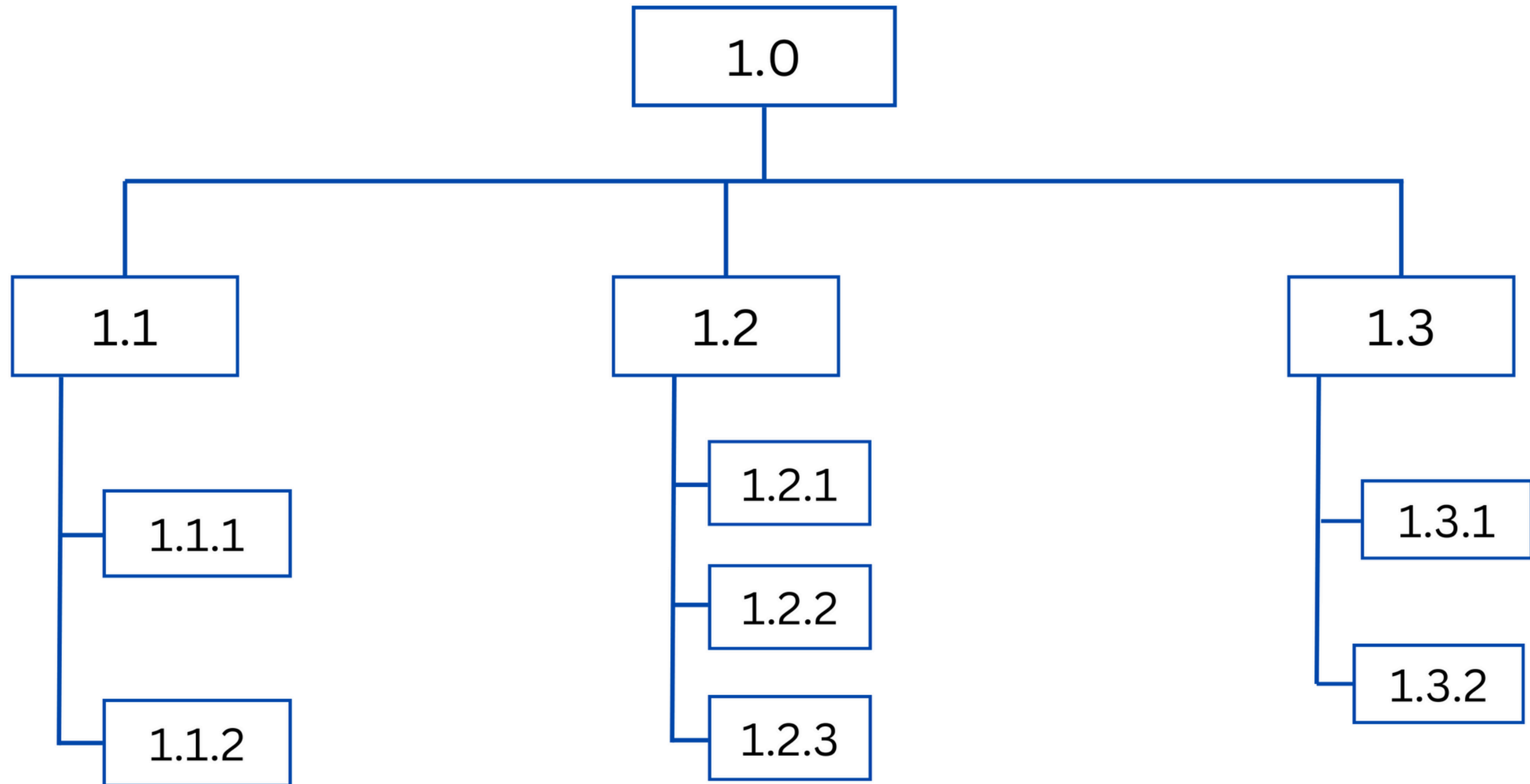
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design and construct a mini park within 20 weeks and within a budget of \$47,950, providing features such as green spaces, seating areas, pathways, and shaded structures.

# Work Breakdown Structure (WBS)

| Breakdown       | Description                          | WBS   | Code |
|-----------------|--------------------------------------|-------|------|
| MiniPark in KIU |                                      |       | 1.0  |
| Deliverable 1   | Mini Park Design Proposal            |       | 1.1  |
| WP 1            | Conceptual Design Development.       | 1.1.1 |      |
| WP 2            | Detailed Design Planning             | 1.1.2 |      |
| Deliverable 2   | Community Engagement Report          |       | 1.2  |
| WP 1            | Survey Analysis and Summary          | 1.2.1 |      |
| WP 2            | Focus group synthesis                | 1.2.2 |      |
| WP 3            | Stakeholder engagement documentation | 1.2.3 |      |
| Deliverable 3   | Construction and Implementation Plan |       | 1.3  |
| WP 1            | Procurement and Resource Allocation  | 1.3.1 |      |
| WP 2            | Construction and Installation        | 1.3.2 |      |

# Work Breakdown Structure (WBS)



# Responsibility Assignment Matrix (RAM)

| Deliverable                                     | Task & Code                                 | Anastasia<br>Project<br>Manager | Dima<br>Procurement<br>Officer | Anna<br>Landscape<br>Architect | Nika<br>Construction<br>Supervisor | Giorgi<br>Civil<br>Engineer |
|-------------------------------------------------|---------------------------------------------|---------------------------------|--------------------------------|--------------------------------|------------------------------------|-----------------------------|
| <b>Mini Park Design Proposal 1.1</b>            | Conceptual Design Development -1.1.1        | ■                               |                                | ○                              | □                                  | ☆                           |
|                                                 | Detailed Design Planning -1.1.2             | ■                               | □                              | ☆                              |                                    | ○                           |
| <b>Community Engagement Report 1.2</b>          | Survey Analysis and Summary -1.2.1          | ○                               | ☆                              | □                              |                                    | ■                           |
|                                                 | Focus group synthesis -1.2.2                | ○                               |                                | ☆                              | □                                  | ■                           |
|                                                 | Stakeholder engagement documentation -1.2.3 | ☆                               | ○                              | ■                              | □                                  |                             |
| <b>Construction and Implementation Plan 1.3</b> | Procurement and Resource Allocation -1.3.1  | ☆                               | ○                              |                                | □                                  | ■                           |
|                                                 | Construction and Installation -1.3.2        | ■                               |                                | □                              | ○                                  | ☆                           |

○ Responsible

☆ Support

□ Approval

■ Notification

# PROJECT CHARTER

| PROJECT NAME           |  | PROJECT TEAM                                                                                                                     |                     |
|------------------------|--|----------------------------------------------------------------------------------------------------------------------------------|---------------------|
| MiniPark in KIU        |  | Anastasia Anna Giorgi Nikoloz Dima                                                                                               |                     |
| EMAIL                  |  | PROJECT STAKEHOLDERS                                                                                                             |                     |
| Minipark@kiu.edu.ge    |  | KIU students, faculty and staff, administration, project management team, design and construction teams, regulatory authorities. |                     |
| ESTIMATED COSTS/BUDGET |  | EXPECTED START DATE                                                                                                              | EXPECTED COMPLETION |
| \$47,950               |  | 01/01/2025                                                                                                                       | 21/05/2025          |

## PROJECT OVERVIEW

|                         |                                                                                                                                                                                                                                                                                                                      |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PROBLEM OR ISSUE        | Lack of outdoor recreation and entertainment spaces in the KIU territory.                                                                                                                                                                                                                                            |
| PURPOSE OF PROJECT      | The purpose of this project is to design and construct a mini park at KIU to enhance the campus environment and promote socialization, relaxation, and physical activities among students. The mini park will provide a functional outdoor space for studying, meetings, recreational activities, and social events. |
| GOALS / OBJECTIVES      | Design and construct a mini park within 20 weeks and within a budget of \$47,950, providing features such as green spaces, seating areas, pathways, and shaded structures.                                                                                                                                           |
| EXPECTED BENEFITS / KPI | Enhanced campus environment, Promoted Socialization, Encouraged Relaxation and Stress Relief, Facilitated Physical Activities:                                                                                                                                                                                       |

## PROJECT SCOPE

|       |                                                                                                                                                                                                                                                                                                                                                                                                         |
|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| SCOPE | All activities related to the design, planning, procurement, and construction of the mini park. This involves conducting site analyses, developing conceptual and detailed designs, engaging with the KIU community for feedback, procuring necessary materials and services, and overseeing the construction process to ensure the park meets specified quality standards and regulatory requirements. |
|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## SCHEDULE

| KEY MILESTONE (DELIVERABLES)         | START      | FINISH     |
|--------------------------------------|------------|------------|
| Mini Park Design Proposal            | 01.01.2025 | 22.02.2025 |
| Community Engagement Report          | 15.01.2025 | 05.02.2025 |
| Construction and Implementation Plan | 05.02.2025 | 21.05.2025 |



# Qualitative Risk Assessment

| Identified Risk Factors            | Likelihood |
|------------------------------------|------------|
| 1. Design Changes                  | 1. High    |
| 2. Budget Overruns                 | 2. Medium  |
| 3. Weather Delays                  | 3. Medium  |
| 4. Construction Accidents/Injuries | 4. Low     |
| 5. Regulatory Compliance Issues    | 5. Low     |

|            |        | Consequences                    |                |                              |
|------------|--------|---------------------------------|----------------|------------------------------|
|            |        | Low                             | Medium         | High                         |
| Likelihood | High   |                                 | Design Changes |                              |
|            | Medium | Weather Delays                  |                | Budget Overruns              |
|            | Low    | Construction Accidents/Injuries |                | Regulatory Compliance Issues |

# Quantitative Risk Assessment

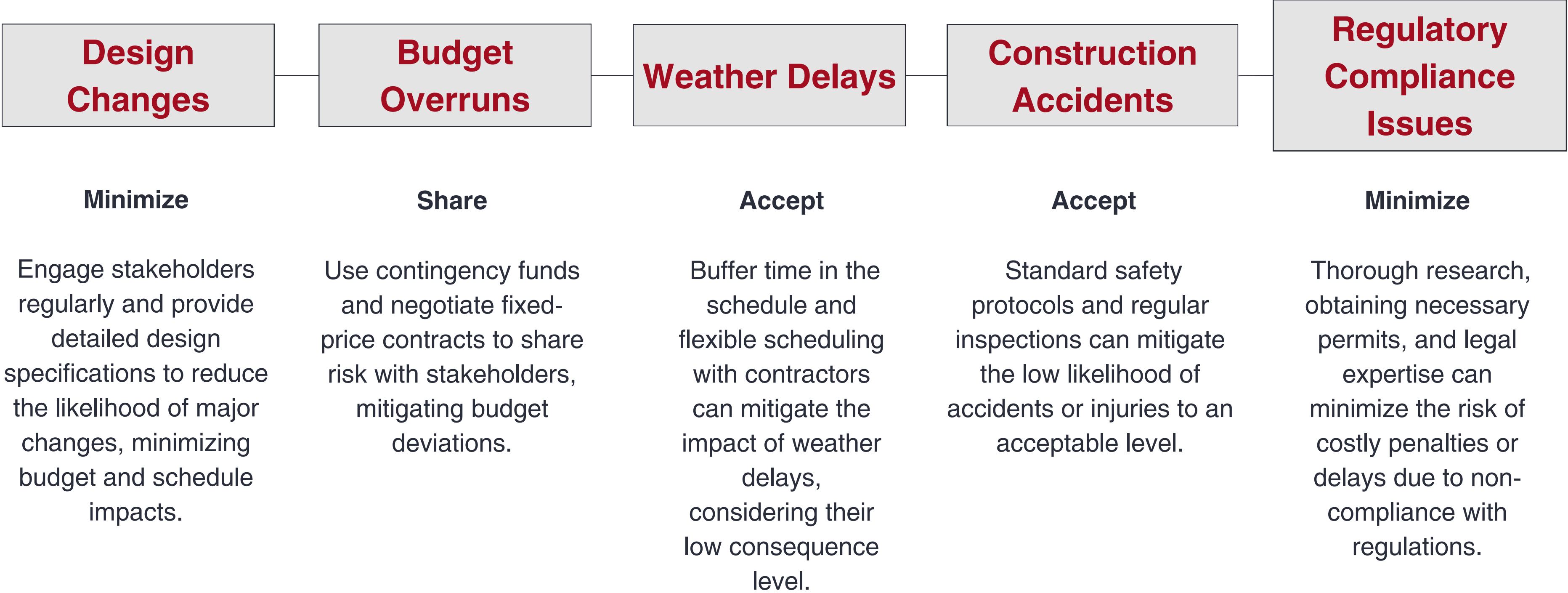
| Probability of Failure             | Probability of Failure | Consequences of failure | Consequences of failure |
|------------------------------------|------------------------|-------------------------|-------------------------|
| 1. Design Changes                  | 0.7                    | 0.5                     | Overall project         |
| 2. Budget Overruns                 | 0.5                    | 0.7                     | Budget                  |
| 3. Weather Delays                  | 0.5                    | 0.1                     | Schedule                |
| 4. Construction Accidents/Injuries | 0.1                    | 0.1                     | Schedule and Budget     |
| 5. Regulatory Compliance Issues    | 0.1                    | 0.9                     | Overall project         |
| <b>Average</b>                     | <b>0.38</b>            | <b>0.46</b>             |                         |
| <b>Project Risk Factor</b>         | <b>66.52%</b>          | <b>Medium Risk</b>      |                         |

Project Risk Factor (RF) =  $P + C - (P) \times (C) = 0.38 + 0.46 - (0.38 \times 0.46) = 0.84 - 0.1748 = 0.6652$

According to the severity levels, this would be classified as **Medium Risk**.

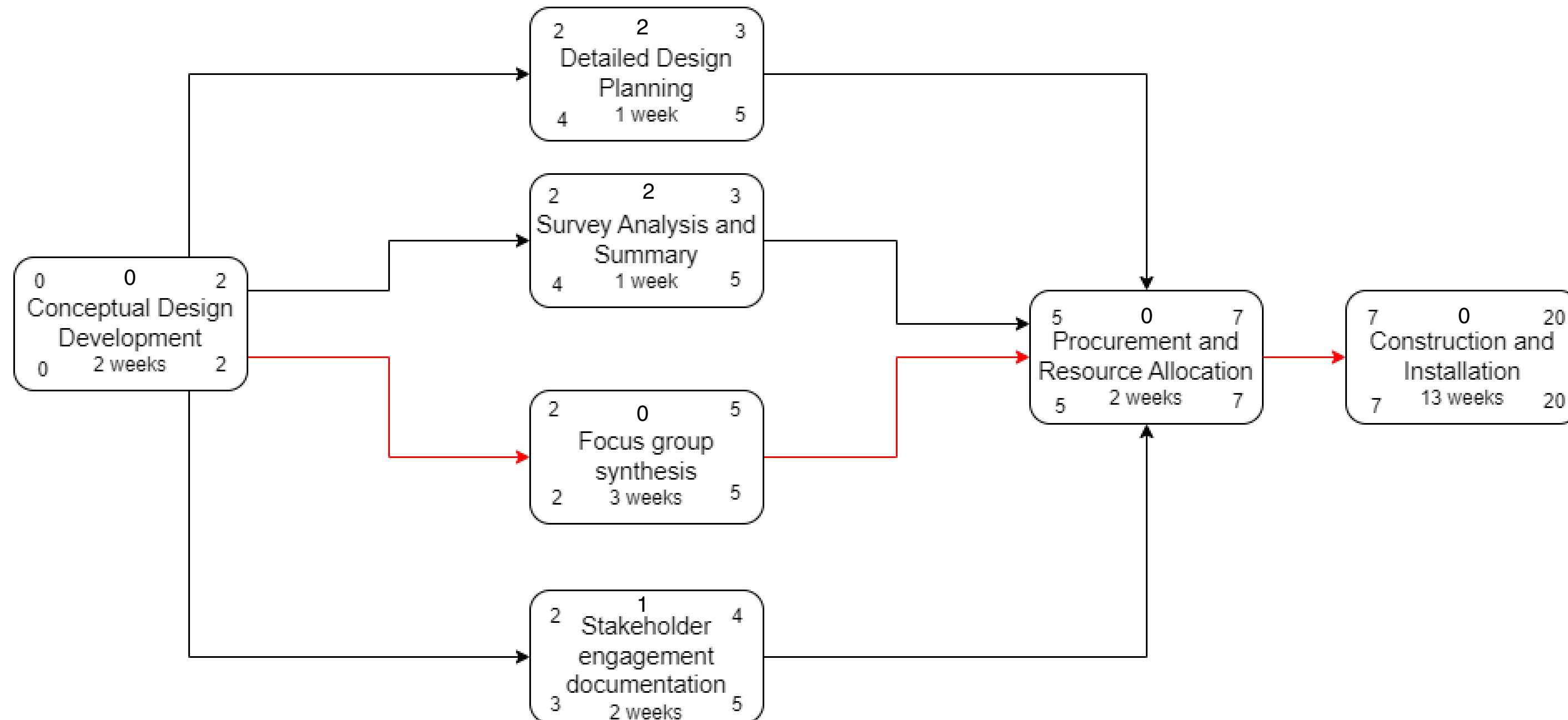
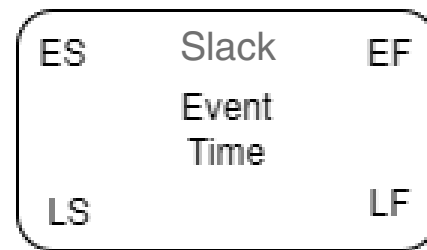


# Mitigation Strategies





# Activity Network



|                 |  |  |  |  |  |
|-----------------|--|--|--|--|--|
| MiniPark in KIU |  |  |  |  |  |
|-----------------|--|--|--|--|--|

|                       |                                    |
|-----------------------|------------------------------------|
| <b>Project Budget</b> | <b>Project Information/Summary</b> |
|-----------------------|------------------------------------|

|  |  |               |             |    |                 |
|--|--|---------------|-------------|----|-----------------|
|  |  | Project Name: |             |    | MiniPark in KIU |
|  |  |               | Start Date: |    | 01.01.2025      |
|  |  | Finish Date:  |             |    | 21.05.2025      |
|  |  | Total Budget: |             | \$ | 47,950.00       |

|  |  | Labor | Materials |  |
|--|--|-------|-----------|--|
|--|--|-------|-----------|--|

| WBS codes | Descriptions | Hrs | Rate | Units | \$/Unit | Budget |
|-----------|--------------|-----|------|-------|---------|--------|
|-----------|--------------|-----|------|-------|---------|--------|

|     |                           |  |  |  |  |           |
|-----|---------------------------|--|--|--|--|-----------|
| 1.1 | Mini Park Design Proposal |  |  |  |  | \$ 12,000 |
|-----|---------------------------|--|--|--|--|-----------|

|       |                                |    |          |  |  |          |
|-------|--------------------------------|----|----------|--|--|----------|
| 1.1.1 | Conceptual Design Development. | 80 | \$100.00 |  |  | 8,000.00 |
|-------|--------------------------------|----|----------|--|--|----------|

|       |                          |    |          |  |  |          |
|-------|--------------------------|----|----------|--|--|----------|
| 1.1.2 | Detailed Design Planning | 40 | \$100.00 |  |  | 4,000.00 |
|-------|--------------------------|----|----------|--|--|----------|

|     |                             |  |  |  |  |          |
|-----|-----------------------------|--|--|--|--|----------|
| 1.2 | Community Engagement Report |  |  |  |  | \$ 4.650 |
|-----|-----------------------------|--|--|--|--|----------|

|       |                             |    |         |  |  |          |
|-------|-----------------------------|----|---------|--|--|----------|
| 1.2.1 | Survey Analysis and Summary | 40 | \$30.00 |  |  | 1,200.00 |
|-------|-----------------------------|----|---------|--|--|----------|

|       |                              |    |          |  |  |           |
|-------|------------------------------|----|----------|--|--|-----------|
| 1.2.1 | Survey, Analysis and Summary | 18 | \$55188  |  |  | 1,255,188 |
| 1.2.2 | Focus group synthesis        | 6  | \$375.00 |  |  | 2,250.00  |

|       |                                      |    |          |  |  |          |
|-------|--------------------------------------|----|----------|--|--|----------|
| 1.2.2 | Focus group synthesis                | 9  | \$975.00 |  |  | 2,250.00 |
| 1.2.3 | Stakeholder engagement documentation | 12 | \$100.00 |  |  | 1,200.00 |

|        |                                             |    |          |  |  |           |
|--------|---------------------------------------------|----|----------|--|--|-----------|
| 1.2.15 | Stakeholder engagement documentation        | 12 | \$100.00 |  |  | 1,200.00  |
| 1.3    | <b>Construction and Implementation Plan</b> |    |          |  |  | \$ 31,300 |

|       |                                      |     |          |  |           |
|-------|--------------------------------------|-----|----------|--|-----------|
| 1.3   | Construction and Implementation Plan |     |          |  | \$ 51,500 |
| 1.3.1 | Procurement and Resource Allocation  | 120 | \$101.66 |  | 23,000.00 |

|       |                                     |     |          |  |  |           |
|-------|-------------------------------------|-----|----------|--|--|-----------|
| 1.3.1 | Procurement and Resource Allocation | 120 | \$191.00 |  |  | 23,000.00 |
| 1.3.2 | Construction and Installation       | 520 | \$15.06  |  |  | 8,300.00  |

|       |                               |     |         |  |  |          |
|-------|-------------------------------|-----|---------|--|--|----------|
| 1.3.2 | Construction and Installation | 320 | \$13.90 |  |  | 8,500.00 |
|-------|-------------------------------|-----|---------|--|--|----------|

# MiniPark Design Proposal

## Conceptual Design Development

Since this is a relatively small and easy project, it would take about 2 weeks no additional materials are needed.

Usual rate for this job: \$100

<https://www.mwparchitects.co.uk/how-long-does-a-project-take/>  
<https://www.careerprofiles.info/architect-career.html>  
<https://www.forbes.com/home-improvement/interior/cost-to-hire-architect/>

## Detailed Design Planning

Finishing touches to the project, so logically it will take less time then conceptual design development. About a week.

Usual rate for this job: \$100

<https://www.careerprofiles.info/architect-career.html>  
<https://www.forbes.com/home-improvement/interior/cost-to-hire-architect/>

# Community Engagement Report

## Survey Analysis and Summary

This work package requires Data Cleaning, which will take around 5 hours; Statistical Analysis- 30 hours; Summarizing Key Findings -5 hours. Total 40 hours.

Survey Analyst Salary: Hourly  
Rate May 2024 USA  
(ziprecruiter.com).

## Focus Group Synthesis

3 weeks, 1 time a week, 2 hours a day,  
rate -  $75 \times 5 = \$375$   
Materials \$0

<https://www.driveresearch.com/market-research-company-blog/how-long-does-market-research-take/>  
<https://www.driveresearch.com/market-research-company-blog/how-much-does-a-focus-group-cost-focus-groups-syracuse-ny/>

## Stakeholder Engagement Documentation

12Hrs

Rate: \$100 per meeting (1 meeting = community meeting + documentation),  
Materials: This task does not have any specific materials needed

<https://7518557.fs1.hubspotusercontent-na1.net/hubfs/7518557/Supplier%20Documents/Stakeholder%20Engagement%20Requirements.pdf>

# Construction and Implementation Plan

## Procurement and Resource Allocation

Finding and signing a subcontractor- Done by us - no additional costs.

Identifying necessary materials, and placing orders will be done by the subcontractor. - \$20 000

Additional fees and overheads: \$3,000

In total 3 weeks

[2024 General Contractor Charges, Hourly Rates & Fee Percentage \(homeguide.com\)](#)

## Construction and Installation:

The mobilization phase + begin construction  
10 weeks

monitoring ~3 weeks

Labor costs breakdown:

Landscaping: - \$2500

Structural Elements- \$5000

Additional costs- \$800

[How Long Does the Playground Installation Process Take? \(kaplanco.com\)](#)

[Park Design & Development Process – City of Toronto Cost to Hire And Manage Subcontractors - 2024 Cost Calculator \(Customizable\) \(homewyse.com\)](#)



# Time-Phased Budget

| Activity                             | January | February | March   | April   | May     | Total by activity |
|--------------------------------------|---------|----------|---------|---------|---------|-------------------|
| Conceptual Design Development        | 8000\$  |          |         |         |         | 8000\$            |
| Detailed Design Planning             | 4000\$  |          |         |         |         | 4000\$            |
| Survey Analysis and Summary          | 1200\$  |          |         |         |         | 1200\$            |
| Focus group synthesis                | 750\$   | 1500\$   |         |         |         | 2250\$            |
| Stakeholder engagement documentation |         | 1200\$   |         |         |         | 1200\$            |
| Procurement and Resource Allocation  |         | 23000\$  |         |         |         | 23000\$           |
| Construction and Installation        |         |          | 2767\$  | 2767\$  | 2767\$  | 8300\$            |
| Monthly Planned                      | 13950\$ | 25700\$  | 2767\$  | 2767\$  | 2767\$  |                   |
| Cumulative                           | 13950\$ | 39650\$  | 42417\$ | 45184\$ | 47950\$ | 47950\$           |

# Communications Management

| Purpose of Communication        | Schedule frequency        | Media or mechanism used          | Participants                                                         | Called by                             |
|---------------------------------|---------------------------|----------------------------------|----------------------------------------------------------------------|---------------------------------------|
| Stakeholder engagement meetings | Monthly                   | Face to face or virtual meetings | Project team, stakeholders<br>(students, faculty, community members) | Project Manager                       |
| Emergency meetings              | As needed                 | Face to face or virtual meetings | Full project team                                                    | Any team member                       |
| Focus group synthesis           | Weekly                    | Meetings/Virtual sessions        | Focus group participants<br>(students, faculty)                      | Project Manager                       |
| Supplier Coordination           | Prior and post deliveries | Call/Face to face                | Supply Chain lead                                                    | Project Manager and Supply Chain lead |

**ThankIU For Your Attention!**

# Sources

<https://www.mwparchitects.co.uk/how-long-does-a-project-take/>

<https://www.careerprofiles.info/architect-career.html>  
<https://www.forbes.com/home-improvement/interior/cost-to-hire-architect/>

<https://www.careerprofiles.info/architect-career.html>  
<https://www.forbes.com/home-improvement/interior/cost-to-hire-architect/>

<https://www.ziprecruiter.com/Salaries/Survey-Analyst-Salary>

<https://www.driveresearch.com/market-research-company-blog/how-long-does-market-research-take/>

## **Risk Management for Parks & Recreation**

[https://static1.1.sqspcdn.com/static/f/535253/27669227/1503979913633/Risk+Management4+parksrecremanual.pdf?](https://static1.1.sqspcdn.com/static/f/535253/27669227/1503979913633/Risk+Management4+parksrecremanual.pdf?token=ytS2zQrkWp53h9hCKo8eShAwJwQ%3D)

[token=ytS2zQrkWp53h9hCKo8eShAwJwQ%3D](https://static1.1.sqspcdn.com/static/f/535253/27669227/1503979913633/Risk+Management4+parksrecremanual.pdf?token=ytS2zQrkWp53h9hCKo8eShAwJwQ%3D)

<https://blog.kaplanco.com/playground-installation-process>

<https://www.toronto.ca/city-government/planning-development/construction-new-facilities/park-design-and-development-process/>

[https://www.homewyse.com/services/cost to hire and manage subcontractors.html#:~:text=The%20basic%20cost%20to%20Hire%20And%20Manage%20Subcontractors,can%20vary%20significantly%20with%20site%20conditions%20and%20options.](https://www.homewyse.com/services/cost%20to%20hire%20and%20manage%20subcontractors.html#:~:text=The%20basic%20cost%20to%20Hire%20And%20Manage%20Subcontractors,can%20vary%20significantly%20with%20site%20conditions%20and%20options.)

<https://7518557.fs1.hubspotusercontent-na1.net/hubfs/7518557/Supplier%20Documents/Stakeholder%20Engagement%20Requirements.pdf>

<https://www.driveresearch.com/market-research-company-blog/how-much-does-a-focus-group-cost-focus-groups-syracuse-ny/>

<https://homeguide.com/costs/general-contractor-cost>

what equipment do you want to have in the KIU park?

32 responses

