

ATTACHMENT I – Activity Work Plan

3/8/2012

Recipient: City of Marathon

Date Prepared: 8-29-2012

Project Budget: \$727,000

Contract Number: 13DB-OH-11-54-02-E 09

Modification Number:

Date Start (month/year)	Date End (month/year)	Describe Proposed Action to be completed by the "Date End." <i>Examples of Actions: Complete Environmental Review and Obtain Release of Funds, Request Wage Decision, Complete and Submit Design and Specifications, Advertise for and Open Bids, Issue Notice to Proceed, % Construction Completion (33, 66, and 100%), Complete Procurement Process, Advertise Availability of Housing Rehabilitation Funds, Complete Rankings of Homes per HAP, and Number of Houses Rehabilitated.</i>	# Units to be completed by "Date End"	Proposed \$\$ to be Requested by "Date End"	Proposed Administration \$\$ to be Requested by "Date End"
October 2012	December 2012	Publish Early Floodplain Notice, Begin Environmental Review, Apply for Permits			
December 2012	March 2013	Complete Environmental Review and Obtain Release of Funds			\$10,000
March 2013	June 2013	Compile Bid Documents, Request Wage Decision, Begin Bid Process, Conduct Pre-Bid Meeting, Obtain final permits			
June 2013	August 2013	Bids Due, Evaluate Bids, Seek Bid Approval, Enter into Contract, Issue Notice to Proceed			s
Sept 2013	March 2014	Conduct Pre-Construction Meeting, Historic Preservation (16B) Underway, Construction Underway (Business Infrastructure), Labor Standards Interviews	33 % Complete	\$200,000	\$15,000
January 2014	March 2014	Interview new Canopy Tour employees, develop policies and procedures for new employees and new Canopy Tour operations			
April 2014	August 2014	Construction Substantially Complete, Sewer (03J) and Parking Lot (03G) Complete, Labor Standards Interviews	66 % Complete	\$200,000	\$10,000
January 2014	August 2014	Design advertising campaign, order brochures, hire and train personnel			
August 2014	September 2014	Punch list completed, construction, Historic Preservation completed, Document Section 3 compliance	100 % complete	\$269,000	\$13,000
September 2014	September 2014	Hire New Employees, Document job creation and close out grant	21 jobs		
September 2014	October 2014	Crane Point Opens Canopy Tour			

Note: More than one activity may be included per form.