

Approved Change Project Documents Update  
from PMGT614

by  
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Embry-Riddle Aeronautical University Worldwide

PMGT690

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Approved Change Project Documents Update

by

Group 4

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A Paper  
Submitted to ERAU Worldwide  
in Partial Fulfillment of the Requirements of the  
Master Science Degree Course  
PMGT 614

Embry-Riddle Aeronautical University  
Worldwide  
Online Campus  
November 2016

Include the following change to the Project Management Plan.

1.) Update to the Change Control Log

**Group 3 Change Control Log**

CR #	Description	Date Requested	Decision (Y/N)	Date Authorized	Approved by	Imp. Date
1	Schedule compression	11/11/16	Y	11/13/16	M. Villegas	11/14/16
2	Addition of Training Wheel to Project.	11/15/16	Y	11/20/16	M. Villegas	11/16/16

2.) Include Approved Change request in Archives

<b>Name of Project: Bicycle Build</b> <b>Change Request #: 2</b> <b>Change Requested By: Customer</b>	<b>Project Manager: Marilyn Villegas</b> <b>Change Request Date: 11/15/2016</b> <b>Current Project Phase: Frame Set</b>
<b>Description of Change:</b> <p>The original bicycle design did not include training wheels. Customer has requested training wheels be added to appeal to a broader group of buyers.</p> <p>To meet this request the project team requests a change to the work breakdown structure, budget, schedule, and scope. The training wheels will be purchased for \$106.71 each from Sunlite Cycling and installed during the "wheels" task. The scope will change to include a significant design addition. An addition of .5 hour of labor will be required.</p>	
<b>Scope Impact:</b> <p>The scope of the bicycle build will change to include the training wheels. This new design will make the bicycle suitable for riders from beginner to advanced.</p>	
<b>Schedule Impact:</b> <p>The schedule for the build will be increased by .5 hours. Fifteen minutes (.25 hours) will be required to unpack the training wheels and 15 minutes (.25 hours) will be required to install them. The remainder of the project will follow comparative start time but commence a 15 minutes later, if the task is not already scheduled to be performed in parallel. comparative start date. The completion date will stay November 29<sup>th</sup>, 2016.</p>	
<b>Cost Impact:</b> <p>The EAC for this project before the requested addition of the training wheels is \$16,869.92. The revised EAC will be \$16,982.63, which includes labor at .5 hours (\$6) and supply cost of \$106.71.</p> <p>The total added cost will be \$112.71.</p>	

<b>Quality Impact:</b> Preexisting quality standards remain in place.		
<b>Possible Risks:</b> Negative risk(s): the addition of \$112.71 to the budget the addition of .5 hours to the schedule Positive risk(s): higher sales potential from appealing to a larger pool of potential customer		
<b>Reviewed By:</b> <b>Project Team</b>	<b>Position:</b>	<b>Date: 11/15/16</b>
<b>Recommended Action Approve or Reject?</b> <b>APPROVE digital signed// Marilyn Villegas//</b>		

## 3) Record Updated Budget and Schedule in Project Management Plan.

Line Item		FY 16-17 Baseline					FY Total
		Labor (\$)	Labor (hr)	Material	Subcontracts	Other	
<b>1.1</b>	<b>Project Management</b>	<b>\$616.00</b>	<b>40.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$ 616.00</b>
1.1.1	Project Initiation	\$154.00	10.00				
1.1.2	Project Monitoring	\$308.00	20.00				
1.1.3	Project Closing	\$154.00	10.00				
<b>1.2</b>	<b>Integration</b>	<b>\$1,540.00</b>	<b>100.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$ 1,540.00</b>
1.2.1	Concept	\$616.00	40.00				
1.2.2	Design	\$616.00	40.00				
1.2.3	Testing	\$308.00	20.00				
<b>1.3</b>	<b>Frame Set</b>	<b>\$24.00</b>	<b>2.00</b>	<b>\$570.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$ 594.00</b>
1.3.1	Frame	\$6.00	0.50	\$400.00			
1.3.2	Handlebar	\$6.00	0.50	\$75.00			
1.3.3	Fork	\$6.00	0.50				
1.3.4	Seat	\$6.00	0.50	\$95.00			
<b>1.4</b>	<b>Crank Set</b>	<b>\$12.00</b>	<b>1.00</b>	<b>\$451.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$ 463.00</b>
1.4.1	Components	\$4.80	0.40				
1.4.2	Crankset	\$4.80	0.40	\$451.00			
1.4.3	Pedals	\$2.40	0.20				
<b>1.5</b>	<b>Wheels</b>	<b>\$4.80</b>	<b>0.40</b>	<b>\$159.10</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$ 163.90</b>
1.5.1	Front wheel	\$2.40	0.20	\$79.55			
1.5.2	Rear wheel	\$2.40	0.20	\$79.55			

