



COMMERCIAL TURF REPLACEMENT PROGRAM ROLES AND RESPONSIBILITIES MATRIX BY PROJECT TASK

Description

To help ensure a successful project, review the charts below and identify who is responsible for each task. Keep in mind that the Site Management Contractor and Installation Contractor could be the same company.

PROJECT PLANNING	<i>Project Committee</i>	<i>Installation Contractor</i>	<i>Site Management Contractor</i>	<i>Colorado Springs Utilities</i>
<i>Project Planning Checklist (Project Decisions)</i>				
<i>Pre-Construction Irrigation System Assessment & Water Use Analysis</i>				
<i>Statement of Work Development (Request for Quote)</i>				
<i>Application Submittal Communications (Signage, Updates, etc.)</i>				
<i>Finalize Schedule</i>				
<i>Create Weed Management Plan</i>				



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INSTALLATION AND ESTABLISHMENT	<i>Project Committee</i>	<i>Installation Contractor</i>	<i>Site Management Contractor</i>	<i>Colorado Springs Utilities</i>
<i>Existing Vegetation Removal</i>				
<i>Purchase Seed</i>				
<i>Seed Installation</i>				
<i>Soil Moisture Checks During Establishment</i>				
<i>Germination/Establishment Checks</i>				
<i>Weed Management</i>				
<i>Fertilizer Applications</i>				

IRRIGATION MANAGEMENT DURING INSTALLATION & ESTABLISHMENT	<i>Project Committee</i>	<i>Installation Contractor</i>	<i>Site Management Contractor</i>	<i>Colorado Springs Utilities</i>
<i>Verify Boundary of Irrigation Zones</i>				
<i>Measure Precipitation Rate with Catch-can Test</i>				
<i>Make Necessary Irrigation Efficiency Upgrades</i>				
<i>Repair Leaks/ Make Adjustments</i>				
<i>Site Irrigation Management</i>				
<i>Schedule Irrigation for Establishment</i>				



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LONG TERM MAINTENANCE	<i>Project Committee</i>	<i>Installation Contractor</i>	<i>Site Management Contractor</i>	<i>Colorado Springs Utilities</i>
<i>Updated Site Management Contract</i>				
<i>Correct Mowing Height and Frequency</i>				
<i>Weed Management Plan</i>				
<i>Irrigation Scheduling Adjustments After Establishment</i>				
<i>Fertilizer Applications</i>				

PROJECT APPROVAL/REBATE	<i>Project Committee</i>	<i>Installation Contractor</i>	<i>Site Management Contractor</i>	<i>Colorado Springs Utilities</i>
<i>Pre-Screening Checklist</i>				
<i>Mid-Summer Establishment Check (6 Weeks After Planting)</i>				
<i>Establishment Check (Month of September)</i>				
<i>Final Approval</i>				