**Change Report**

**By**

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**For**

**Embry Riddle Aeronautical University**

Management / Customer Report

**RC# Description St Date Fin. Date Risk Budget EAC Comments**

1 Company will order Frame Set 4/3 4/11 Availability $955.00

2 Order, receive and inspect frame 4/3 4/4 Defect

3 Order, receive and inspect handlebar 4/3 4/6 Defect

4 Order, receive and inspect fork 4/3 4/4 Defect

5 Order, receive and inspect seat 4/5 4/11 Defect

6 Company will order Crank Set 4/5 4/11 Availability $529.00

7 Order, receive and inspect 32-teeth crank 4/5 4/11 Defect

8 Order, receive and inspect carbon arms 4/5 4/10 Defect

9 Order, receive and inspect carbon pedals 4/5 4/10 Defect

10 Company will order Wheels 4/5 4/11 Availability $250.00

11 Order, receive and inspect front wheel 4/5 4/11 Defect

12 Order, receive and inspect rear wheel 4/5 4/11 Defect

13 Company will order Brake Syst. 4/5 4/26 Availability $855.00

14 Order parts for braking system 4/5 4/14 Defect

15 Order all parts delivered 4/14 4/26 Defect

16 Assemble all components 4/5 4/26 Defect

17 Company will procure Shifting Syst. 4/5 4/14 Schedule $540.00

18 Subcontract work for Derailer 4/5 4/11 Schedule

19 Order parts 4/11 4/21 Availability

20 Inspect all parts 4/21 5/4 Defect

21 Assemble all components 4/21 5/4 Quality

22 Company will develop integration

 of all component systems 2/13 5/15 $2,450.00

23 Subcontract A/E to facilitate

 Shifting system/derailer requirements 2/13 3/1 Poor design

24 Subcontract A/E to design derailer 3/1 **4/5 \* Schedule** **$3550.00\***

25 Assembly of derailer components 4/18 4/19

26 Company will facilitate multilevel testing 5/4 5/18

27 Component testing 5/4 5/14

28 Product testing 5/4 5/15

29 Customer testing 5/4 5/14

30 Company Project Office Engagement 2/10 5/16 $5,820.00

31 PMO will generate the project charter 2/10 2/13

32 PMO will generate Stakeholder M. PLN 2/24 2/27

33 PMO will facilitate project close-out **5/16 5/16** \*

34 Company will develop SMT PN Speaker Doc 4/5 4/17 $400.00

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 **$15,349.00\***

**\*Constitutes the change in the delivery time being moved up and the cost addition.**

Reference: Gray, C & Larson, E. (2014). Project Management: The Managerial Process, Sixth Edition. McGraw-Hill Education. New York, NY