Change Control Form Approved

By

Chris Goff

For

Embry Riddle Aeronautical University

**Change Request Form**

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| Name of Project: Bicycle Project | | Project Manager: Chris Goff | |
| Change Request #: 1 | | Change Request Date: April 14, 2017 | |
| Change Requested by Name: Danielle Eberhart | | Current Project Phase: 1 | |
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| Description of Change: WBS 1.1, 1.6, and 1.8 will need to be compressed in order to have project completed at an earlier date, 25 days sooner, with a total change in cost of $2,759. | | | |
| Scope Impact: The project completion date will change from June 12, 2017 to May 16, 2017. | | | |
| Schedule Impact: Project will be completed 25 days sooner than the original completion date. | | | |
| Cost Impact: Due to compressed schedule, the cost to have the Frame Set completed and delivered 11 days earlier will be $259, the cost to have the Integration, and Project Management WBS elements completed sooner will be an additional $2,500. This results in a total cost impact of $2,759. | | | |
| Quality Impact: Designs for frame set will be rushed and may not be as detailed as requested, but will still be of high quality parts. | | | |
| Possible Risks: Risks include parts not being able to be made and delivered for new date, as new dates are not what was in the original contract. | | | |
| Reviewed By: Chris Goff | Position: Project Manager | | Date: April 15, 2017 |
| Recommended Action Approve or Reject: Approved | | | |

Reference:

PMI. (2013). A Guide to the Project Management Body of Knowledge (POMBOK Guide) Fifth

Edition. Project Management, Inc. Newtown Square, Pennsylvania.