

Master Planning Process

Planning Event	Date	Complete
Assemble/Select Internal Project Team	___/___/___	<input type="checkbox"/>
Review Course Objectives (Detailed) w/ Architect	___/___/___	<input type="checkbox"/>
Review Prioritized Wish List w/ Architect	___/___/___	<input type="checkbox"/>
Schedule Follow-Up Architect Site Visit	___/___/___	<input type="checkbox"/>
Review Preliminary Course Inventory w/ Architect	___/___/___	<input type="checkbox"/>
Architect Site Visit & Design Intent Dscussion	___/___/___	<input type="checkbox"/>
Discuss Basic Design Alternatives w/ Architect	___/___/___	<input type="checkbox"/>
Creation of Preliminary Plans & Options by Architect	___/___/___	<input type="checkbox"/>
Creation of Preliminary Priorities & Budget by Architect	___/___/___	<input type="checkbox"/>
Schedule Preliminary Design Presentation w/ Project Team & Architect	___/___/___	<input type="checkbox"/>
Discussion of Design Options & Costs	___/___/___	<input type="checkbox"/>
Preparation of Illustrative Plans	___/___/___	<input type="checkbox"/>
Creation of Project Phasing Options	___/___/___	<input type="checkbox"/>
Creation of Initial Project Costs (Detailed Estimates)	___/___/___	<input type="checkbox"/>
Presentation of Master Plan	___/___/___	<input type="checkbox"/>
Review/Discussion of Master Plan w/ Internal Project Team	___/___/___	<input type="checkbox"/>
Approval of Master Plan/Specific Construction Phase	___/___/___	<input type="checkbox"/>
Creation of Construction Plans & Specifications	___/___/___	<input type="checkbox"/>
Solicitation of Construction Bids	___/___/___	<input type="checkbox"/>
Scheduling of Construction	___/___/___	<input type="checkbox"/>
