



PROJECT PLANNING

ISSUES/WHY
PROCESS
PLAYERS
FEASIBILITY
PROGRAMMING
FOLLOW-UP
TRENDS


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Project Planning


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THE IMPORTANCE OF PROJECT PLANNING

ISSUES/WHY
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- Define **Scope** of Work
- Obtain Funding
- Set Expectations
- Prepare for Design
- Test Options




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WHEN DO YOU START THE PROJECT PLAN?


ISSUES/WHY
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- Master Planning/Process
- Priority in Capital Plan
- Gift Donations
- Emergency
 - Mother Nature
 - Regulatory
 - System/Building Failure
- Program Driven Request


Project Planning

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PROCESS

- Approach/Action Plan
- Set Expectations/Objectives
- Establish Planning Team
 - Lead Team
 - Supplemental Expertise
 - Clients
- Use of Consultants
 - Planners
 - Architects/Engineers
- Collect and Create Data

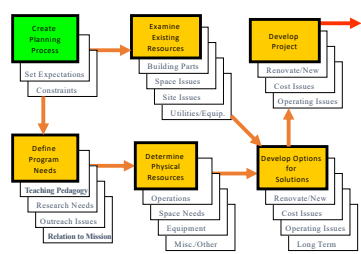


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GENERAL APPROACH



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WHO SHOULD BE INVOLVED?


- Stakeholders
 - Occupant
 - Program
 - Donor
- Owners
 - Administration
 - State
 - Other (Board/Community)
- Professionals
 - Project Manager/Planner
 - Architects/Engineers
 - Specialty
 - FM Staff
 - Other Staff (IT, Security, etc.)



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STAKEHOLDER



ISSUES/WHY
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ADMINISTRATION/OWNER

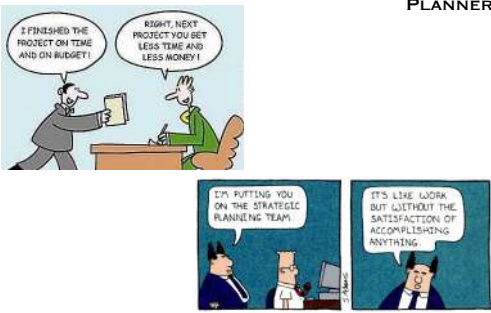


ISSUES/WHY
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PLANNER



ISSUES/WHY
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CONSULTANT OR IN HOUSE - ARCHITECT

ISSUES/WHY
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Loose Parts by Bijan A. Blank
How to tell you picked the wrong architecture school

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CONSULTANT OR IN-HOUSE ENGINEER

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UNIVERSITY PROJECT MANAGER

ISSUES/WHY
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MORE

"That's our new mission statement."

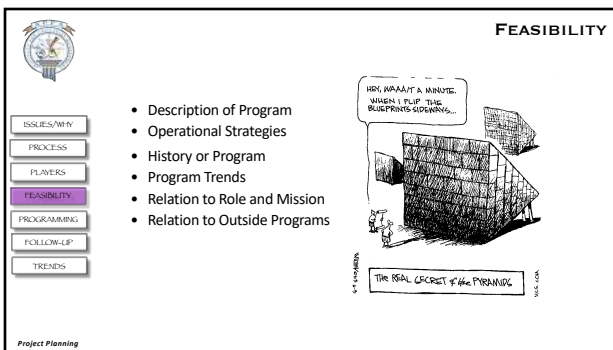
TO THE OPTIMIST,
THE GLASS IS HALF FULL.
TO THE PESSIMIST,
THE GLASS IS HALF EMPTY.
TO THE PROJECT MANAGER,
THE GLASS IS TWICE AS
BIG AS IT NEEDS TO BE.

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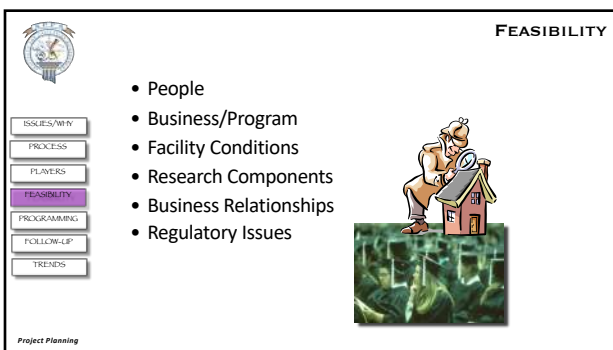
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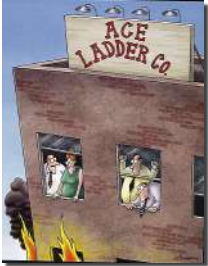


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FEASIBILITY



- Space Requirements
- Unique or Special Features
- Health and Life Safety Issues
- Accreditation Issues



- ISSUES/WHY
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FEASIBILITY



- Master Plans
- Long Range Plans
- Other Projects
- Community Issues
- Private Sector
- State & Federal Issues




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REFINE THE SPACE NEEDS



- Quantitative Issues
- Qualitative Issues
- Obsolescence Issues
- Adjacency Issues
- Information Issues




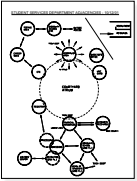
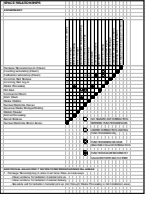

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SPACE ADJACENCIES

- Bubble Diagrams
- Space Matrix





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SPACE DESCRIPTIONS

- Space Details
- Diagrams/Sketches
- Physical Issues
- Equipment





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BUILDING ISSUES

- Architectural Issues
- Mechanical/Electrical Issues
- Technology Issues
- Equipment Requirements
 - Fixed
 - Movable
 - Operational Costs
 - Replacement Issues
- Other Issues



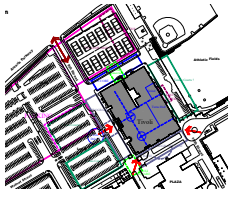
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SITE ISSUES

- Relationship to other Programs
- Access Issues
- Security Issues
- Parking
- Pedestrian
- Bicycles
- Utility Issues
- MP Issues




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PROPOSED SOLUTIONS

- Project Descriptions
- Schematic Design
- Budget Estimates
- Life Cycle Costs
 - Staffing
 - Utilities Costs
 - Maintenance Costs
 - Repair and Replacement Budget
- Project Alternatives




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ESTABLISHING THE BUDGET

- Average Cost of Facilities
- Breakout of Costs per Building Type
- Professional Fees
- Site Costs
- Equipment and Furniture
- Contingencies



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PITFALLS AND ISSUES

- Insufficient Space Planning (non-assignable spaces)
- Costs
- Buy-in
- Review Process
- Change in Players
- Program Creep
- Growth Issues
- Time Constraints
- Technology



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CONTINUOUS IMPROVEMENT

- Process Review
- Budget Review
- Facilities Operations

- 11 Month Inspection
- Long Range Plan Updates




Darn Space Guidelines!



A Lack of Direction?

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TRENDS AND CONSIDERATIONS

- ICL's Model
- Flexibility
- 100 year shells
- Public Private Partnerships
- Architect, Contractor Partnerships
- Schematic Design



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THANK YOU

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Questions related to specific materials, methods, and services will be addressed at the conclusion of this presentation.

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Course Description

Space planning and management is one of the most sensitive issues that face facility organizations throughout the country. Changing technologies, new pedagogies, facility priorities, lack of resources, and ever evolving strategic planning issues challenge long accepted space planning practices in higher education. See how space planning can bridge the gap between academia and the physical plant. Understand how practices are moving from primarily a quantitative to a qualitative approach. Explore typical programming processes for capital projects and discuss this stage in the planning process is critical to the success of any project.

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Learning Objectives

- Learning Objective 1:
Learn how changing technologies, facility priorities, and lack of resources challenge space planning.
- Learning Objective 2:
Learn how to bridge the gap between academia and the physical plant.
- Learning Objective 3:
Learn to understand the practices needed to move from primarily a quantitative to a qualitative approach.
- Learning Objective 4:
Learn how to explore typical programming processes.

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This concludes The American
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