

PROJECT PLANNING

INDIANAPOLIS, IN
SEPTEMBER 2023

- ISSUES/WHY
- PROCESS
- PLAYERS
- FEASIBILITY
- PROGRAMMING
- FOLLOW-UP
- TRENDS

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Project Planning

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THE IMPORTANCE OF PROJECT PLANNING

- Define Scope of Work
- Obtain Funding
- Set Expectations
- Prepare for Design
- Test Options

- ISSUES/WHY
- PROCESS
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Project Planning

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WHEN DO YOU START THE PROJECT PLAN?

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

- ISSUES/WHY
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Project Planning

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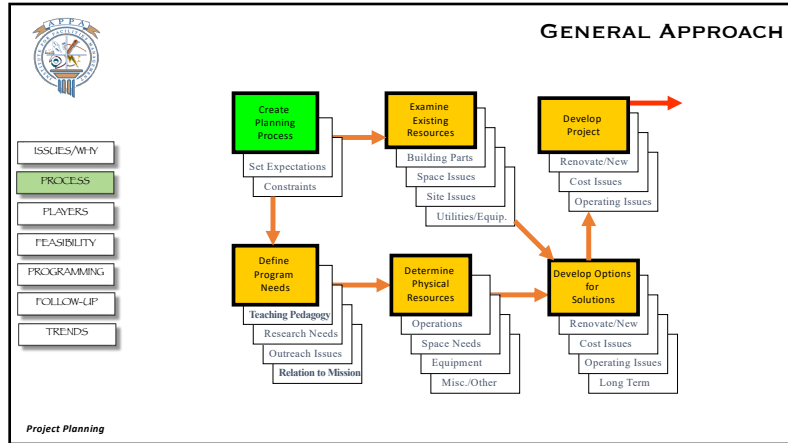
PROCESS

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

- ISSUES/WHY
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Project Planning

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WHO SHOULD BE INVOLVED?

ISSUES/WHY
PROCESS
PLAYERS
FEASIBILITY
PROGRAMMING
FOLLOW-UP
TRENDS

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

Project Planning

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ADMINISTRATION/OWNER

FOR SALE BY OWNER:

STREET PARKING AVAILABLE!

ISSUES/WHY
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Project Planning

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PLANNER

ISSUES/WHY
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PLANNER: I FINISHED THE PROJECT ON TIME AND ON BUDGET!

OWNER: RIGHT, NEXT PROJECT YOU GET LESS TIME AND LESS MONEY!


PLANNER: I'M PUTTING YOU ON THE STRATEGIC PLANNING TEAM.

OWNER: IT'S LIKE WORK BUT WITHOUT THE SATISFACTION OF ACCOMPLISHING ANYTHING.


Project Planning

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CONSULTANT OR IN HOUSE - ARCHITECT



Loose Parts by Bilpin & Blazek



How to tell you picked the wrong architecture school




ISSUES/WHY
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Project Planning

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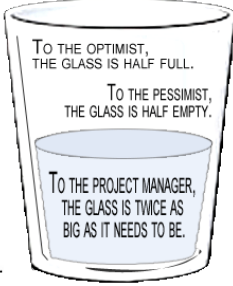
UNIVERSITY PROJECT MANAGER



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"That's our new mission statement."



ISSUES/WHY
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Project Planning

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TWO LEVELS OF PLANNING



1 **2**

I. Introduction	Introduction
II. Program Information Program Description Strategic Objectives/Relation to College and University Strategic Plan Demographics Other Program Information	Approach and Process Player/Stakeholders
III. Program Needs Existing Location Space Issues Existing Required Impact on Other Programs Adjacency Considerations Qualitative Issues Other Issues	Operational Objectives Justifications, Outcomes, Unique Considerations Qualitative Issues "Soft" Issues Other Data Detailed Space Requirements Room/Space Descriptions
IV. Planned Improvements Project Description Building Issues Major Equipment Issues Site Issues	Architectural Considerations Landscape Considerations Site Considerations Structural Considerations Mechanical Considerations Electrical Considerations Technology Considerations Equipment Considerations Utilities and Infrastructure Issues
V. Implementation Project Budget Funding Construction Approach Schedule	Design Approach Source of Funds Schedule of Expenditures/Financing Plan
VI. University Significance Relation to University Master Plan Effect on Other Facilities/Programs Abandonment, Transfer or Demolished Space Alternatives Explored External Forces Justifying Approval Consequences of Not Being Approved	Space Opportunities/Backfill Change in Operating Costs Personnel/Resources Maintenance Considerations Utility Considerations Renewal and Replacement Considerations Emergency Management Considerations

UNPREPARED



90% of project problems, are due to a lack of planning, not design.




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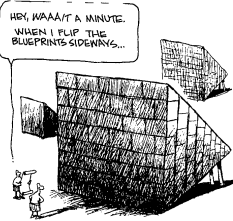
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FEASIBILITY



- Description of Program
- Operational Strategies
- History or Program
- Program Trends
- Relation to Role and Mission
- Relation to Outside Programs



HEY, WAIT A MINUTE. WHEN I PLIP THE BLUEPRINTS SIDWAYS...


THE REAL SECRET OF THE PYRAMID

ISSUES/WHY
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Project Planning

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FEASIBILITY



- People
- Business/Program
- Facility Conditions
- Research Components
- Business Relationships
- Regulatory Issues



ISSUES/WHY

PROCESS

PLAYERS

FEASIBILITY

PROGRAMMING


FOLLOW-UP

TRENDS

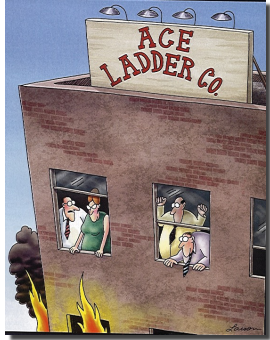
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FEASIBILITY



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



ISSUES/WHY

PROCESS

PLAYERS

FEASIBILITY

PROGRAMMING

FOLLOW-UP

TRENDS

Project Planning

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FEASIBILITY



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



ISSUES/WHY

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PLAYERS

FEASIBILITY

PROGRAMMING


FOLLOW-UP

TRENDS


Project Planning

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REFINE THE SPACE NEEDS



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



ISSUES/WHY

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Project Planning

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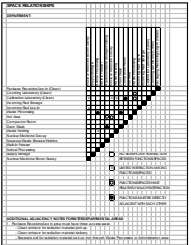
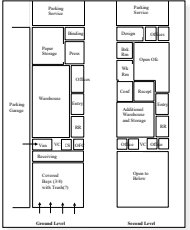
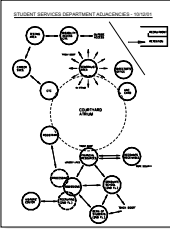


- ISSUES/WHY
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Project Planning

SPACE ADJACENCIES

- Bubble Diagrams
- Space Matrix

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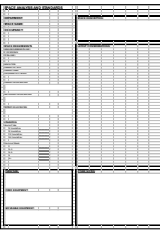



- ISSUES/WHY
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Project Planning

SPACE DESCRIPTIONS

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

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- ISSUES/WHY
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Project Planning

BUILDING ISSUES

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



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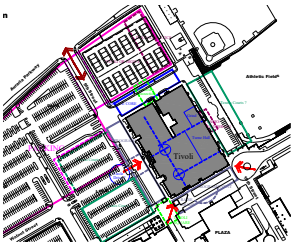


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Project Planning

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



ISSUES/WHY

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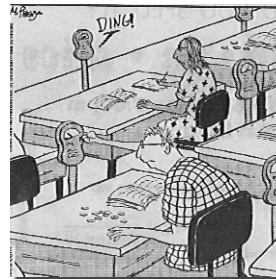
Project Planning

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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



ISSUES/WHY

PROCESS

PLAYERS

FEASIBILITY


PROGRAMMING

FOLLOW-UP

TRENDS


Project Planning

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IMPLEMENTATION

- Scheduling
- Funding
- Staging
- Construction Delivery Method
- M & O



ISSUES/WHY

PROCESS

PLAYERS

FEASIBILITY


PROGRAMMING

FOLLOW-UP

TRENDS

Project Planning

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LIFE CYCLE COST ANALYSIS

Year	Utilities	Capital	Maintenance	Liability/Risk Management	CPM Staffing Needs	Facilities Staffing Needs	IN \$100 MIL Ft. TOTAL
1	\$135,136	\$ 85,833	\$ 13,195	\$ 6,884	\$ 38,968.00	\$ 185,775	\$ 327,691
2	\$135,302	\$ 86,511	\$ 13,791	\$ 7,231	\$ 39,150.00	\$ 187,990	\$ 330,925
3	\$131,968	\$ 80,051	\$ 12,843	\$ 7,589	\$ 40,700.00	\$ 177,509	\$ 301,760
4	\$138,141	\$ 85,733	\$ 12,960	\$ 7,968	\$ 41,514.00	\$ 179,858	\$ 316,176
5	\$145,052	\$ 90,562	\$ 13,698	\$ 8,366	\$ 43,170.00	\$ 183,653	\$ 334,439
6	\$152,360	\$ 95,544	\$ 14,488	\$ 8,784	\$ 44,830.00	\$ 187,746	\$ 350,127
7	\$159,922	\$ 100,685	\$ 15,302	\$ 9,223	\$ 46,593.00	\$ 192,232	\$ 367,367
8	\$167,818	\$ 113,093	\$ 16,152	\$ 9,684	\$ 48,457.00	\$ 197,077	\$ 385,641
9	\$176,113	\$ 124,873	\$ 16,940	\$ 10,168	\$ 50,430.00	\$ 202,272	\$ 405,328
10	\$184,816	\$ 135,132	\$ 17,667	\$ 10,674	\$ 52,514.00	\$ 207,817	\$ 426,392
11	\$193,930	\$ 145,877	\$ 18,333	\$ 11,201	\$ 54,710.00	\$ 213,712	\$ 448,747
12	\$204,461	\$ 157,108	\$ 18,947	\$ 11,751	\$ 57,021.00	\$ 219,957	\$ 472,406
13	\$216,411	\$ 168,827	\$ 19,504	\$ 12,320	\$ 59,447.00	\$ 227,552	\$ 497,354
14	\$229,877	\$ 181,037	\$ 20,103	\$ 12,917	\$ 62,000.00	\$ 235,497	\$ 523,682
15	\$234,879	\$ 184,375	\$ 20,641	\$ 13,527	\$ 64,680.00	\$ 243,792	\$ 551,487

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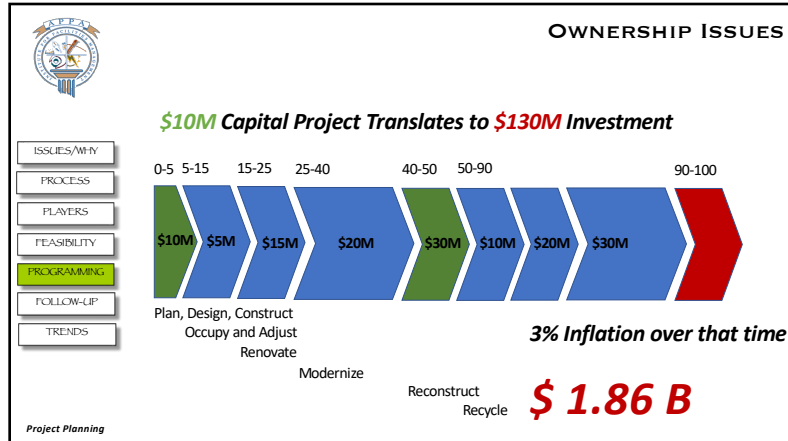
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PITFALLS AND ISSUES

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

Project Planning

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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?

Project Planning

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TRENDS AND CONSIDERATIONS

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

Project Planning

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THANK YOU

- ISSUES/WHY
- PROCESS
- PLAYERS
- FEASIBILITY
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