

 **Dutch Brothers Plus** Tel: 530-315-4839

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| Oct 03, 2018 |  |  | 800  |

Jeffery Morse, PM

Dutch Brothers Plus

## *Dutch Brothers Plus Building Plan*

## Project Schedule Management Plan

The project schedule management plan is a component of the project management plan that establishes the activities for developing, monitoring, and controlling the project or program.

### REVISIONS AND DISTRIBUTION

|  |  |  |
| --- | --- | --- |
| **Revision** | **Release date** | **Distributed to\*** |
| Client | Consultant | Main office(s) | Project Manager | Procurement Manager | Quality Manager | Costs Manager | Building and Planning | Contractor | Sub-contractors | Suppliers |  |
| Rev. 0 (draft) | 29/10/2013 |  |  |  |  |  |  |  |  |  |  |  |  |
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\*) Detailed distribution lists shall be prepared for each distribution event. Further details as per the project communication plan

Amendments

The Project Schedule Management Plan may require updates. Any amendment to this plan shall be informed to the change control board by use of the change request form and approved by the project change control board prior to distribution. Only revised parts of the plan will be distributed along with the approval and shall be accompanied by instructions how to implement the changes.

The initial page numbering system will be a normal continuous numbering displayed in the lower right corner of each page. If pages must be added, characters shall be added to the number. In case entire pages are deleted, the corresponding page shall be replaced by a blank page stating “page removed”. Each added/changed page shall have the revision number and date of approval displayed on the bottom of the page.

### PROJECT SPONSOR APPROVAL

|  |  |  |
| --- | --- | --- |
| **Prepared by:**  | **Reviewed by:**  | **Approved by Proj. Sponsor:**  |
| HQ, 03/10/2018  | Place, dd/mm/yyyy  | Place, dd/mm/yyyy  |
|   |   |   |
| Jeffery Morse, PM Designation  | Name Designation  | Name Designation  |

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### SCHEDULE MANAGEMENT APPROACH

The methodology of how the project schedule is implemented is first by a weekly basis. On a 16-week time table not including the purchase of the property. Secondly, the schedule is separated into phases. These phases relate to the different modes of construction, groundwork, concrete, ruff framing, and finish. Finally, this sub-project is governed by milestones and deliverables. With each short goal as a motivator as well as a trackable item for benchmarking progress.

Important information to include is the level of accuracy, the unit of measure (hrs., days…) and the threshold.

Scheduling Process

**Activity Identification**

Activities are identified as they produce either milestones or deliverables inside each phase.

**Sequencing**

Sequencing for construction projects are mostly straight forward. Many items cannot begin until the item before it is completed. For instance, foundations cannot be poured until the ground work is completed. However, there are some items that can be performed conjointly. For instance, parking lot painting and finish carpentry can occur at the same time.

**Resource Estimating**

Resources are estimated from the plans. There will be a 10% increase for waste allowance. Simply at the time of the inspection the plans are reviewed for the next phase, supplies are then ordered for the following week. In the event of any needed modifications due to building codes or quality goals the supplies needed for this will be added to the order.

**Duration Estimating**

Duration is estimated analogously. From past project it is understood that the time need for each phase is listed.

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| *DBP* *Project Schedule Management* *Plan***MILESTONE LIST**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **SN**  | **Name**  | **Description**  | **Date**  | **Type**  |  |  |
|   | Signature of project Charter and financing | 1. Architectural plans are finished.
 |  Week 1 | Internal  | Interim  | * Mandatory
* Optional
 |
|   |  Procurement of property | 1. Plans are receiving signatures from city planners.
2. All building permits acquired.
 |  Week 3 | External  | Interim  | * Mandatory
* Optional
 |
|   |  Construction Begins Phase 1 | 1. Inspections for foundation, plumbing and electric performed.
2. Order supplies and set delivery date for next phase.
3. Set inspection times and dates
 |  Week 5 | External  | Interim  | * Mandatory
* Optional
 |
|   |  Construction Begins Phase 2 |  a. Inspections b. Framing, and electrical installs, lighting boxes counter tops. c. Order supplies and schedule delivery for next phase. |  Week 7 | External  | Interim  | * Mandatory
* Optional
 |
|   |  Construction Begins Phase 3  |  a. Inspections, framing and electricalc. Install outside hardy backer, stucco, t111 drywall, , sinks, toilets, tilework lighting assemblies, external lighting.d. Order supplies for the next phase schedule delivery date.e. Schedule inspections for next phase. |  Week 10 | External  | Interim  | * Mandatory
* Optional
 |
|   |  Construction Begins Phase 4 |  a. Inspections performed, insulation, lighting, roof, and plumbing.c. Finish Carpentry, Painting, Roofing, Tables Chairs, Point of Sales system, Music Systems, Signage, Alarm Systems, and Blacktop Painting. d. Schedule final roof inspections, fire code inspections, and all other final city inspections. Schedule DBP deliverables signoff. |  Week 13 | External  | Interim  | * Mandatory
* Optional
 |
|   |  Walk Through, Signoff, and after meeting for learning |  a. Inspections--all final. c. After all city and county inspections pass perform DBP inspections  |  Week 15 | External  | Final  | * Mandatory
* Optional
 |
|   |  Meeting | a. After all is accepted get deliverables signoff.b. Project team managers meet to discuss what worked and what did not, were can we improve the make changes to the process for next time. |  Week 16 | Internal  | Final  | * Mandatory
* Optional
 |
|   |   |   |   | * Internal
* External
 |  Final  Interim  | * Mandatory
* Optional
 |
|   |   |   |   | * Internal
* External
 |  Final  Interim  | * Mandatory
* Optional
 |
|   |   |   |   | * Internal
* External
 |  Final  Interim  | * Mandatory
* Optional
 |
|   |   |   |   | * Internal
* External
 |  Final  Interim  | * Mandatory
* Optional
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| *DBP* *Project Schedule Management* *Plan***ACTIVITY LIST**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **ID**  | **Name**  | **Description**  |  | **Predecessor**  |  | **Successor**  | **Constraints**  |
| **ID**  | **Relationship**  | **ID**  | **Relationship**  |  |
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*Project Schedule Management*

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Marc Arnecke, PMP

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**M**

**ONITORING AND**

**C**

**ONTROLLING**

Schedule Updates

Explain how the schedule will be updated, what information is required to update and at what

frequency, how often will you be updating, etc.

Schedule Changes

What is the process in case of changes, who has authority to approve changes?

Reporting

How are you reporting, how often, what level of details, the reporting format to be used, to whom

etc.?

Delay

How much delay is acceptable on certain m

ilestones and on the project or phase completion date?

How will you be dealing with such delay?

How will you get back on schedule?