

Center For Human Services Facilities Construction and Move Plan 4-10-15																																	
ID	% Complete	Task Name	Duration	Start	Finish	Predecessor	arter	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			1st Q	
							Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
1	63%	Facilities Initiative 7-16-14 Version	461 days?	Fri 12/20/13	Fri 9/25/15																												
2	100%	Project Initiation	31 days	Fri 12/20/13	Fri 1/31/14																												
10	92%	Engagement	350 days?	Mon 2/3/14	Fri 6/5/15																												
11	100%	Preparations & Planning	30 days	Mon 2/3/14	Fri 3/14/14																												
25	100%	Site Selection	105 days	Mon 2/3/14	Fri 6/27/14																												
45	100%	Site Design Assume BriggsCott	115 days	Mon 3/17/14	Fri 8/22/14																												
55	100%	Contractor RFP Completion	49 days	Tue 8/5/14	Fri 10/10/14																												
63	81%	Construction Build Out	175 days?	Mon 10/6/14	Fri 6/5/15																												
64	100%	Site Walk Through	5 days	Mon 10/6/14	Fri 10/10/14	61													JC,ARC,GC,PM,CD,KU														
65	100%	Construction Drawings	25 days	Mon 10/6/14	Fri 11/7/14																												
70	100%	Construction Schedule Planning	15 days?	Mon 10/6/14	Fri 10/24/14																												
74	100%	Permits	44 days	Mon 11/17/14	Thu 1/15/15																												
75	74%	Contractor Build Out	101 days	Fri 1/16/15	Fri 6/5/15																												
76	100%	Fire Sprinklers - Rough	3 days	Fri 1/16/15	Tue 1/20/15	74																											
77	100%	Layout & Saw Cut Concrete	2 days	Fri 1/16/15	Mon 1/19/15	74																											
78	99%	Elevator Pit & Hoistway	27 days	Tue 1/20/15	Wed 2/25/15																												
79	100%	Excavate pit	1 day	Tue 1/20/15	Tue 1/20/15	77																											
80	100%	Rebar	2 days	Wed 1/21/15	Thu 1/22/15	79																											
81	100%	Insp	1 day	Fri 1/23/15	Fri 1/23/15	80																											
82	100%	1st Pour	5 days	Mon 1/26/15	Fri 1/30/15	81																											
83	100%	2nd Pour	1 day	Mon 2/2/15	Mon 2/2/15	82																											
84	95%	Hoistway	4 days	Fri 2/20/15	Wed 2/25/15	98																											
85	100%	Rough Plumb	14 days	Tue 1/20/15	Fri 2/6/15																												
86	100%	Trench	2 days	Tue 1/20/15	Wed 1/21/15	77																											
87	100%	Waste Plumbing	3 days	Thu 1/22/15	Mon 1/26/15	86																											
88	100%	Test	1 day	Tue 1/27/15	Tue 1/27/15	87																											
89	100%	Insp	1 day	Wed 1/28/15	Wed 1/28/15	88																											
90	100%	Backfill & Compact	2 days	Thu 1/29/15	Fri 1/30/15	89																											
91	100%	Concrete in-fill	5 days	Mon 2/2/15	Fri 2/6/15	90																											
92	100%	2nd Floor Structural	17 days	Fri 1/23/15	Mon 2/16/15																												
93	100%	Excavate Footing	1 day	Fri 1/23/15	Fri 1/23/15	80																											
94	100%	Rebar/Reinf	1 day	Mon 2/2/15	Mon 2/2/15	82																											
95	100%	Insp	1 day	Tue 2/3/15	Tue 2/3/15	94																											
96	100%	Concrete in-fill	5 days	Wed 2/4/15	Tue 2/10/15	95																											
97	100%	Framing	4 days	Wed 2/11/15	Mon 2/16/15	96																											
98	100%	1st Floor Framing	25 days	Fri 1/16/15	Thu 2/19/15	74																											
99	99%	Rough Elec	25 days	Fri 1/16/15	Thu 2/19/15	74																											
100	100%	Rough Grind Concrete	2 days	Mon 1/19/15	Tue 1/20/15																												
101	100%	Top-Out Plumb	8 days	Tue 2/10/15	Thu 2/19/15																												
102	100%	Mechanical	23 days	Mon 1/19/15	Wed 2/18/15																												
103	100%	Curb Framing	4 days	Mon 1/19/15	Thu 1/22/15																												
104	100%	Curb Install	1 day	Fri 1/23/15	Fri 1/23/15	103																											
105	100%	Equipment Set	1 day	Mon 1/26/15	Mon 1/26/15	104																											
106	100%	Rough-in	10 days	Thu 2/5/15	Wed 2/18/15																												
107	100%	Frame Insp	1 day	Fri 2/20/15	Fri 2/20/15	99																											
108	100%	Drywall	24 days	Mon 2/23/15	Thu 3/26/15																												
109	100%	Hang 1st Side	4 days	Mon 2/23/15	Thu 2/26/15	107																											
110	100%	Insulation	2 days	Fri 2/27/15	Mon 3/2/15	109																											
111	100%	Insp	1 day	Tue 3/3/15	Tue 3/3/15	110																											
112	100%	Hang 2nd Side	4 days	Wed 3/4/15	Mon 3/9/15	111																											
113	100%	Insp	1 day	Tue 3/10/15	Tue 3/10/15	112																											
114	100%	Tape	3 days	Wed 3/11/15	Fri 3/13/15	113																											
115	100%	Top	3 days	Mon 3/16/15	Wed 3/18/15	114																											
116	100%	Skim	3 days	Thu 3/19/15	Mon 3/23/15	115																											
117	100%	Texture	3 days	Tue 3/24/15	Thu 3/26/15	116																											

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							Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
118	80%	Elevator Installation	20 days	Fri 3/27/15	Thu 4/23/15	117																											
119	75%	T-Bar Grid	5 days	Fri 3/27/15	Thu 4/2/15	117																											
120	80%	Paint	5 days	Fri 4/3/15	Thu 4/9/15	119																											
121	95%	Polish Concrete	8 days	Fri 4/10/15	Tue 4/21/15	120																											
122	0%	Tile	8 days	Wed 4/22/15	Fri 5/1/15	121																											
123	25%	Finish Elec	12 days	Wed 4/22/15	Thu 5/7/15	121																											
124	0%	Finish Plumb	4 days	Mon 5/4/15	Thu 5/7/15	122																											
125	0%	Finish Mechanical	5 days	Mon 5/4/15	Fri 5/8/15	122																											
126	0%	Door Install	4 days	Mon 5/4/15	Thu 5/7/15	122																											
127	0%	Windows/Glass	3 days	Mon 5/11/15	Wed 5/13/15	125																											
128	60%	Fire Sprinklers - Finish	2 days	Mon 5/4/15	Tue 5/5/15	122																											
129	0%	T-Bar Tile	3 days	Wed 5/6/15	Fri 5/8/15	128																											
130	0%	Cabinets/Countertops	5 days	Mon 5/11/15	Fri 5/15/15	129																											
131	0%	Carpet Flooring	5 days	Mon 5/18/15	Fri 5/22/15	130																											
132	0%	Punch List	5 days	Mon 5/25/15	Fri 5/29/15	131																											
133	0%	Final Inspections	5 days	Mon 6/1/15	Fri 6/5/15	132																											
134	48%	Move Preparations	200 days	Mon 9/15/14	Fri 6/19/15																												
135	100%	General Office Prep	45 days	Mon 9/15/14	Fri 11/14/14																												
141	42%	Physical Move Prep	80 days	Mon 10/13/14	Fri 1/30/15																												
142	100%	Kick Off Meeting	5 days	Mon 10/13/14	Fri 10/17/14	62																											
143	100%	Determine Equipment Requirements	5 days	Mon 10/20/14	Fri 10/24/14	142																											
144	100%	Finalize Equipment Configuration	15 days	Mon 10/27/14	Fri 11/14/14	143																											
145	100%	Vendor Equipment Quote	5 days	Mon 11/17/14	Fri 11/21/14	144																											
146	75%	Review Vendor Equipment Quote	5 days	Mon 11/24/14	Fri 11/28/14	145																											
147	0%	Order New Equipment	5 days	Mon 12/1/14	Fri 12/5/14	146																											
148	0%	Receive, Inventory and Hold New Equipment	30 days	Mon 12/8/14	Fri 1/16/15	147																											
149	0%	Vendor Set Up Cubicles	10 days	Mon 1/19/15	Fri 1/30/15	148																											
150	0%	Movers	36 days	Fri 4/3/15	Fri 5/22/15																												
151	0%	Determine Mover / Transportation Requirements	6 days	Fri 4/3/15	Fri 4/10/15	119																											
152	0%	Develop Move and Logistics Plan	30 days	Mon 4/13/15	Fri 5/22/15	151																											
153	6%	Cards, Letterhead, Emails	56 days	Fri 4/3/15	Fri 6/19/15																												
154	25%	Determine Preprinted Letterhead Docs to modify	10 days	Fri 4/3/15	Thu 4/16/15	119																											
155	25%	Determine Business Card Order	10 days	Fri 4/3/15	Thu 4/16/15	119																											
156	0%	Validate Proofs of Letterhead and Docs	10 days	Fri 4/17/15	Thu 4/30/15	155																											
157	0%	Validate Business Card Information By EE	10 days	Fri 4/17/15	Thu 4/30/15	155																											
158	0%	Develop and approve email signature policy	10 days	Fri 4/17/15	Thu 4/30/15	155																											
159	0%	Finalize Budget	5 days	Fri 5/1/15	Thu 5/7/15	158																											
160	0%	Place Order	5 days	Fri 5/8/15	Thu 5/14/15	159																											
161	0%	Receive Order	15 days	Fri 5/15/15	Thu 6/4/15	160																											
162	0%	Issue new materials	1 day	Mon 6/15/15	Mon 6/15/15	217																											
163	0%	Change Email Signatures	1 day	Mon 6/15/15	Mon 6/15/15	217																											
164	0%	Validate all changes	2 days	Mon 6/15/15	Tue 6/16/15	217																											
165	0%	Clost out	3 days	Wed 6/17/15	Fri 6/19/15	164																											
166	59%	External Communications	75 days	Mon 11/3/14	Fri 2/13/15																												
167	100%	Develop Message, Goals, Objectives	5 days	Mon 11/3/14	Fri 11/7/14																												
168	100%	Develop Audience List and Calendar	5 days	Mon 11/3/14	Fri 11/7/14																												
169	100%	Finalize Client Message and Plan	15 days	Mon 11/10/14	Fri 11/28/14	168																											
170	100%	Finalize Partner Message and Plan	10 days	Mon 12/1/14	Fri 12/12/14	169																											
171	100%	Finalize Vendor Message and Plan	10 days	Mon 12/1/14	Fri 12/12/14	169																											
172	100%	Finalize Press Release	20 days	Mon 12/15/14	Fri 1/9/15	171																											
173	0%	Execute Communications Plans	45 days	Mon 12/15/14																													

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								Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	
178		100%	Validate content and image	10 days	Mon 11/17/14	Fri 11/28/14	177																												
179		100%	Board Approve	5 days	Mon 11/3/14	Fri 11/7/14	175																												
180		100%	Develop RFP and Issue	5 days	Mon 11/10/14	Fri 11/14/14	179																												
181		100%	Vendor Response	10 days	Mon 11/17/14	Fri 11/28/14	180																												
182		100%	Review Response and Decide	5 days	Mon 12/1/14	Fri 12/5/14	181																												
183		100%	Sign Contracts	5 days	Mon 12/8/14	Fri 12/12/14	182																												
184		0%	Design Build Signage	35 days	Mon 12/15/14	Fri 1/30/15	183																												
185		0%	Mount Signage	5 days	Mon 2/2/15	Fri 2/6/15	184																												
186		70%	IT TelCom Prep	50 days	Mon 10/20/14	Fri 12/26/14																													
187		100%	Determine Equipment Supply Purchase Requirements	30 days	Mon 10/20/14	Fri 11/28/14																													
188		100%	Order New Equipment	5 days	Mon 12/1/14	Fri 12/5/14	187																												
189		0%	Receive, Inventory and Hold New Equipment	15 days	Mon 12/8/14	Fri 12/26/14	188																												
190		23%	Parking Planning	85 days	Mon 10/20/14	Fri 2/13/15																													
191		100%	Validate available parking	5 days	Mon 10/20/14	Fri 10/24/14	142																												
192		50%	Establish parking policy	5 days	Mon 10/20/14	Fri 10/24/14	142																												
193		50%	Assign appropriate parking slots	10 days	Mon 10/27/14	Fri 11/7/14	192																												
194		50%	Communicate parking policy internal	10 days	Mon 10/27/14	Fri 11/7/14	192																												
195		0%	Identify spaces that need striping / marking	5 days	Mon 10/27/14	Fri 10/31/14	192																												
196		0%	Issue RFP for striping / marking	10 days	Mon 11/3/14	Fri 11/14/14	195																												
197		0%	Receive and evaluate responses	10 days	Mon 11/17/14	Fri 11/28/14	196																												
198		0%	Select provider	10 days	Mon 11/17/14	Fri 11/28/14	196																												
199		0%	Mark Spaces	10 days	Mon 2/2/15	Fri 2/13/15	184																												
200		100%	Board Association Planning	90 days	Mon 10/13/14	Fri 2/13/15																													
206		60%	Vendor Partner Planning	100 days	Mon 10/20/14	Fri 3/6/15																													
207		100%	Establish partner list	5 days	Mon 10/20/14	Fri 10/24/14	142																												
208		100%	Calrify Overarching Message	15 days	Mon 10/27/14	Fri 11/14/14	207																												
209		100%	Clarify Vendor Specific Messages	30 days	Mon 11/17/14	Fri 12/26/14	208																												
210		100%	Determine Vendor Specific Communication Approach	10 days	Mon 12/29/14	Fri 1/9/15	209																												
211		0%	Execute Vendor Communications Plan	35 days	Mon 1/12/15	Fri 2/27/15	210																												
212		0%	Validate All Communications Succesful	5 days	Mon 3/2/15	Fri 3/6/15	211																												
213		0%	Move Execution	10 days	Mon 6/8/15	Fri 6/19/15																													
214		0%	Pack and Prep Existing Location	4 days	Mon 6/8/15	Thu 6/11/15	133																												</

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								Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
238		0%	Meeting Prep	25 days	Mon 6/22/15	Fri 7/24/15																												
239		0%	Review Contracts and Agreements	20 days	Mon 6/22/15	Fri 7/17/15	222																											
240		0%	Review Banking and Real Estate Agreements and Status	20 days	Mon 6/22/15	Fri 7/17/15	222																											
241		0%	Review Move and Punch Lists	10 days	Mon 6/22/15	Fri 7/3/15	222																											
242		0%	Review Budget to Actuals	10 days	Mon 6/22/15	Fri 7/3/15	222																											
243		0%	Inventory Equipment and Supplies	10 days	Mon 6/22/15	Fri 7/3/15	222																											
244		0%	Develop Close Out Report Draft	10 days	Mon 7/6/15	Fri 7/17/15	243																											
245		0%	CEO and PM Approve Close Out Report	5 days	Mon 7/20/15	Fri 7/24/15	244																											
246		0%	Put together meeting packages	5 days	Mon 7/20/15	Fri 7/24/15	244																											
247		0%	Close Out Meeting	30 days	Mon 7/27/15	Fri 9/4/15																												
248		0%	Meeting Occurs	10 days	Mon 7/27/15	Fri 8/7/15	246																											
249		0%	Action Items Developed	10 days	Mon 8/10/15	Fri 8/21/15	248																											
250		0%	Action Items Completed	10 days	Mon 8/24/15	Fri 9/4/15	249																											
251		0%	Project Completion	15 days	Mon 9/7/15	Fri 9/25/15																												
252		0%	Action Items Completion Approved	10 days	Mon 9/7/15	Fri 9/18/15	250																											
253		0%	Budget Reconciliation Complete	10 days	Mon 9/7/15	Fri 9/18/15	250																											
254		0%	Board Approves Full Completion	5 days	Mon 9/21/15	Fri 9/25/15	253																											
255		0%	Project Closed	0 days	Fri 9/25/15	Fri 9/25/15	254																											

