

Project Charter

Kitchen Remodel: Functionality Improvements & Value Increase

Business Objective:

To renovate a 200 square foot single family home kitchen in 6 weeks at a cost not to exceed \$30 thousand.

Deliverables:

- Include but are not limited to:
 - Demolition
 - Framing & Drywall
 - Plumbing & Electrical Improvements
 - Cabinet & Appliance Installation
 - Site Clean-up
 - Project Handoff

Scope:

The Kitchen Remodel project is to improve the functionality of the kitchen, and to increase the value of the home. Success of the remodel will be determined by adherence to local, and state, building code inspections— as well as, the final inspection by the Homeowner and on-time delivery of the project.

Resource/Responsibility Matrix

- Scott Speaks, *Project Manager*
- Benjamin Srock, *Finance/Procurement Lead*
- Eien Williams, *Construction Lead*
- Tamara Skaggs, *Communications Lead*
- Katy Sorrells, *Quality Lead*



Resource-Responsibilities_OrgChart

Work Breakdown Structure:

- 1.0 Kickoff
- 2.0 Design review
- 3.0 Demolition
- 4.0 Construction
- 5.0 Appliance purchased
- 6.0 Project completed

Budget:

- 1. Planning and Design - \$2,450
- 2. Demolition - \$1,000
- 3. Construction - \$24,200
- 4. Test and Commission - \$850
- 5. Clean-up - \$1,000
- 6. Turnover - \$500

Key Milestones:

- 1. Resource Allocation
- 2. Design Approval & Plan In-Place
- 3. Budget Approval
- 4. Contracts, Permits, & Licenses (Acquired)
- 5. Project Implementation
- 6. Implementation Complete– Sustainability
 - 30 Day & 1 Month Review of Construction
- 7. Project Close-Out & Hand-Off

Actual/Forecasted Dates:

- 1. September 2016
- 2. October 2016
- 3. Milestones 3-7 TBD at completion of Milestone 2.