

**CONCEPT DESIGN:**

**Project Name**

PROJECT AGENDA / SCHEDULE MILESTONES

Date

H Date: Meeting 1: Key Words

Project Kick-Off: Team introductions, Schedule Review, Protocol General

Discussion point Topic

Discussion point Topic

Discussion point Topic

H Date: Meeting 2:

Discussion point Topic

Discussion point Topic

Discussion point Topic

H Date: Meeting 3:

Discussion point Topic

Discussion point Topic

Discussion point Topic

H Date: Meeting 4:

Discussion point Topic

Discussion point Topic

H Date range: Window for first meeting with Jurisdiction

l Milestone: Concept Design Package Issued

**SCHEMATIC DESIGN:**

H Date: Meeting 1: Key Words

Discussion point Topic

Discussion point Topic

Discussion point Topic

H Date: Meeting 2:

Discussion point Topic

Discussion point Topic

Discussion point Topic

H Date: Meeting 3:

Discussion point Topic

Discussion point Topic

Discussion point Topic

H Date: Meeting 4:

Discussion point Topic

Discussion point Topic

Discussion point Topic

H Date range: Window for Second Meeting with Jurisdiction:

l SD Set Issued

l Date: Cost Estimate Due

H Date: Owner Feedback on Cost Estimate and Review of SD Set

l Date: Milestone

**DESIGN DEVELOPMENT:**

H Date: Meeting 1: Key Words

Discussion point Topic

Discussion point Topic

Discussion point Topic

H Date: Meeting 2:

Discussion point Topic

Discussion point Topic

Discussion point Topic

H Date: Meeting 3:

Discussion point Topic

Discussion point Topic

Discussion point Topic

H Date: Meeting 4:

Discussion point Topic

Discussion point Topic

Discussion point Topic

H Date range: Window for Third Meeting with Jurisdiction:

l DD Set Issued

l Date: Cost Estimate Due

H Date: Owner Feedback on Cost Estimate and Review of SD Set

l Date: Milestone

**CONSTRUCTION DOCUMENTS:**

H Date: Meeting 1: Key Words

Discussion point Topic

Discussion point Topic

Discussion point Topic

H Date: Meeting 2:

Discussion point Topic

Discussion point Topic

Discussion point Topic

H Date: Meeting 3:

Discussion point Topic

Discussion point Topic

Discussion point Topic

H Date: Meeting 4:

Discussion point Topic

Discussion point Topic

Discussion point Topic

H Date range: Window for Fourth Meeting with Jurisdiction:

l 50% CD Set Issued

l Date: Cost Estimate Due

H Date: Owner Feedback on Cost Estimate and Review of DD Set

l Date: Permit Set Issued