## **SCM - 656 PROJECT MANAGEMENT**

Final Project

Instructor - Prof. Gary La Point.



Submitted By:

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## **PROJECT CHARTER**

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| **PROJECT NAME:**  **RE-MODEL DRUMLINS COUNTRY CLUB** | **PROJECT NUMBER:**  **P001** |
| **PROJECT MANAGER:**  **ARCHANA DESHPANDE** | **PROJECT SPONSOR:**  **PETE SALA** |

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| **PROJECT TEAM** |
| The following members will be part of the team to renovate the house:   * Chip Shott * Brenda Murphy * Chef Cooksalot * Dave Fixer * Margarita Rush * Ralph Lauren * John Law * Percy Faith * Architect * Engineer * Contractor * Interior Designer * Technology Specialist * Electricians * HVAC Specialists * Plumber |
| **PROBLEM STATEMENT** |
| To address the aging infrastructure and facilities of Drumlins Country Club while enhancing its amenities and services to meet the evolving needs of members and guests, ensuring a seamless and enjoyable experience. |
| **BUSINESS CASE** |
| To invest in the renovation and upgrade of Drumlins Country Club to increase its attractiveness, competitiveness, and revenue generation potential, aligning with Syracuse University's long-term strategic goals. |
| **HIGH LEVEL SCOPE** |
| The high-level scope requirements for the project include the following:   * Bistro Renovation: Upgrade interior with new flooring, lighting, furniture, and tech enhancements. * Bar Makeover: Replace bar essentials and upgrade decor and tech. * Restroom Overhaul: Modernize with new fixtures, partitions, and aesthetics. * Locker Room Update: Replace lockers, shower fixtures, and improve overall ambiance. * Kitchen Revamp: Upgrade flooring, electricals, and wall finishes. * Mechanical Systems Upgrades: Enhance fire protection, emergency lighting, exterior ventilation, and install new mechanical ventilation systems. |
| **PROJECT GOAL** |
| The goal of the Drumlins Country Club renovation project is to modernize and enhance its key facilities, preserving its original charm, within a specific timeline for completion. |
| **PROJECT OBJECTIVES** |
| From the above defined goal, the following are the objectives that will lead to success of the project:   * Upgrade Bistro with modern décor and technology while maintaining its original ambiance. * Renovate the Bar area, incorporating new design elements and updated technology. * Overhaul Restrooms to meet contemporary standards with new fixtures and design. * Modernize Locker Rooms with new amenities and improved aesthetics. * Remodel the Kitchen with upgraded appliances and infrastructure. * Enhance Mechanical Systems for safety, efficiency, and compliance. * Ensure all renovations respect the club's traditional character and are completed within the designated timeline. |
| **SUCCESS CRITERIA** |
| For the project to be successful, the following criteria should be satisfied:   * Complete electrical upgrades for modern utility requirements. * Ensure all plumbing is compliant with current legal standards. * Upgrade all designated areas including Bistro, Bar, Restrooms, Locker Rooms, and Kitchen with modern amenities. * Maintain the club's traditional character while incorporating modern enhancements. * Adhere to the project timeline, ensuring completion before a specified deadline. * Complete the project within the allocated budget. |
| **ASSUMPTIONS** |
| The following assumptions are made in this project:   * Availability of skilled workers throughout the project duration. * Adequate resources and materials to meet all project objectives. * Favorable weather conditions allowing uninterrupted work. * Smooth collaboration and clear communication with the town board. * Timely issuance of all necessary legal permits and approvals by government authorities. |
| **RISKS/CONSTRAINTS** |
| The following are the risks/constraints that may affect the project:   * Renovations must adhere to specific styles and designs mandated by local regulations or historical preservation guidelines. * Potential supply chain disruptions, possibly exacerbated by global events like pandemics. * Challenges in obtaining approval from the town board, known for meticulous scrutiny of property development proposals. * Safety risks associated with renovation activities near public areas, particularly sidewalks. * Scarcity of skilled labor, which could lead to delays and impact the project timeline. |
| **STAKEHOLDERS** |
| The following are the stakeholders for the project:   * Project Manager * Club Management or Project Sponsor * Architectural Firm * General Contractor * Interior Designer * Civil/Structural Engineer * Club Members and Patrons * Local Regulatory Bodies (e.g., Town Board) * Neighboring Residents or Businesses * On-site Construction and Renovation Workers |
| **STAKEHOLDER REGISTER** |

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| ID | NAME | CONTACT | CATEGORY | INFLUENCE | INTEREST |
| DRU01 | Project Manager | xxx-xxx-1001 | Internal | High | High |
| DRU02 | Club Management | xxx-xxx-1002 | Internal | High | High |
| DRU03 | Architectural Firm | xxx-xxx-1003 | Internal | High | High |
| DRU04 | General Contractor | xxx-xxx-1004 | Internal | High | High |
| DRU05 | Interior Designer | xxx-xxx-1005 | Internal | Medium | Medium |
| DRU06 | Civil Engineer | xxx-xxx-1006 | Internal | Medium | Medium |
| DRU07 | Club Members | xxx-xxx-1007 | External | Low | High |
| DRU08 | Local Regulatory | xxx-xxx-1008 | External | High | Medium |
| DRU09 | Neighboring Residents/Businesses | xxx-xxx-1009 | External | Low | Low |
| DRU10 | Construction Workers | xxx-xxx-1010 | Internal | Medium | High |
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| **ENTERPRISE ENVIRONMENTAL FACTORS** | | | | | | |
| The following are the potential environmental factors that could affect the project:   * Weather Conditions: Seasonal weather changes or extreme conditions could impact construction timelines. * Regulatory Compliance: Adherence to local building codes and environmental regulations. * Market Fluctuations: Post-pandemic market changes affecting material costs and availability. * Safety Standards: Compliance with safety standards for construction equipment and practices. * Community Impact: Effects of renovation activities on local residents and businesses. * Labor Market: Availability of skilled labor in the current economic climate. | | | | | | |
| **ORGANIZATIONAL ASSETS** | | | | | | |
| The following are the organizational assets that could be applied to this project:   * Previous Experience in Club or Hospitality Renovations: Leveraging past project experiences in similar settings. * Skilled Project Management Team: Expertise in managing large-scale renovation projects. * Strong Vendor Relationships: Established connections with suppliers and contractors. * Design and Architectural Resources: Access to historical designs and styles that align with the club's character. * Financial Management Tools: Proven budgeting and financial tracking systems. * Community Relations: Established goodwill and relationships with local authorities and community groups. | | | | | | |
| **EXPERTISE** | | | | | | |
| We might need the following expertise in this project:   * Expertise in specialized construction fields such as carpentry, plumbing, electrical, and masonry for specific renovations. * Professional contractor experience for overall project management and execution. * Skilled project management expertise for planning, execution, and monitoring of the project. * Architectural expertise to ensure design integrity and compliance with historical aspects. * Interior design expertise to enhance the aesthetics while maintaining the club's character. * Expertise in regulatory compliance and permitting for smooth project progression. | | | | | | |
| **DATA/INFORMATION** | | | | | | |
| I would have gathered the following information before the project began:   * Detailed analysis of the club's current infrastructure to identify areas needing renovation. * Information on local building codes and historical preservation requirements. * Club usage patterns and peak times to minimize disruption to members. * Detailed skill assessment of available labor to ensure all tasks can be completed efficiently. * Environmental impact assessment to understand potential project influences on the surrounding area. * Budget forecasts and financial analysis to plan for funding and cost management. | | | | | | |

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| **PROJECT AUTHORIZATION** | |
| CREATED BY:  ARCHANA DESHPANDE | DATE:  12/14/2023 |
| APPROVED BY: | DATE: |