**Scope Statement**



**Project Name:** Andrew Heidelberger Construction Website

**Project Manager:** Michael Pham

**Date:** 1/30/25



**Prepared By**

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| **Document Owner(s)** | **Project/Organization Role** |
| Michael Pham | Project Manager |
| Tyler Delger | Web Developer |
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**Project Closure Report Version Control**

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| --- | --- | --- | --- |
| **Version** | **Date** | **Author** | **Change Description** |
| 1.0 | 1/30/25 | Michael Pham | Created document. |
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Project Problem Statement / Justification –

The objective of the project is to build a website that will allow the owner, Andrew Heidelberger, to use it as a tool for marketing/reaching out to potential customers.

Work Requirements –

* Increase visibility and marketability of Andrew Heidelberger Construction
* Land/acquire new clients
* Tools to capture leads
* Portfolio of projects

Project Phases / Work Packages / Deliverables:

1. Project Kickoff Meeting – Meeting with the client for introductions and discuss requirements of the project.
2. Design Mockups and client approval – Will create barebones basic designs and templates to be given to the client for review and approval.
3. Development – Start developof approved design.
4. Deployment – Deploy the website privately to further test and assess current development
5. Testing and final revisions – Test links, forms, pages and browsers/devices work with he website. Make revisions as needed.
6. Launch and training – Publicly launch website, and train client on basic maintenance of website.

Assumptions/Limitations/Constraints –

* Client will provide branding materials
* Content, such as images video and testimonies, will be provided by client
* The website will have a standard contact form but not include complex interaction features
* The website will not have e-commerce functionality
* Ongoing maintenance and updates will not be included
* Testing will be conducting on commonly used browsers and devices but full compatibility is not guaranteed
* Project must be completed by Monday, May 12th.
* Use of outside images must be compliant with copyright law.

| **Overall Project Priority:**  X High Medium Low |
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| **Comments:** |
| **Approved By:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Project Manager :** \_Michael Pham\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_01**/**\_\_30**/**\_\_\_\_25  Customer : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_**/**\_\_\_\_**/**\_\_\_\_\_\_ |