**Project Charter**

**< Garage Construction>**

**IT Construction**

**2550 Northwestern Avenue, Suite 1100**

**West Lafayette, IN 47906**

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# Executive Summary

This project will entail building a two-car garage apartment including interior design, and landscaping. This project will require resources and effort to ensure completion in disciplines such as foundation construction, construction of the physical building, designing layouts for the garage and apartment, coordinating styles and philosophies to implement designs, and collaboration for the entire project’s lifecycle.

# Project Purpose/Justification

## Business Need/Case

This project aims to provide convenient housing in an area that is highly profitable to capitalize on an already active market. Due to the current landscape, and the opportunity of already owning the land, construction of the garage targets a rich clientele pool.

## Business Objectives

This project capitalizes on specificity. The objectives are clearly laid out, and known. The project scope includes a two-car garage, and a family living area. The time associated to this project spans approximately five months from February 18th to June 10th. This timeframe, along with the already accomplished work of securing permits and paperwork will ensure project quality by outlining secure goals and measuring progress regularly. This project is susceptible to risks, however. Risks such as weather, fluctuating material prices, and potential new legislation regarding constructions could pose threats to the workplace, and may be unavoidable.

# Project Description

## Project Objectives and Success Criteria

Objectives come in a number of different approaches. Firstly, macro-objectives come in four major forms or phases. The foundation phase overseeing blueprinting, digging, acquiring materials, and laying foundational implants. The Budling phase sees the construction of building supports such as pillars and beams, constructing walls, working through plumbing, and developing the electrical system for the homestead. The Interior phase sees the design of the interiors of the building, selection of furniture and fixtures, and the implementation of air conditioning and fans throughout the building. Finally, the Landscaping phase oversees designing private areas such as yards and walkways, public areas such as sidewalk and entrances, lawn care, and plant starters.

## Requirements

Project requirements come in straightforward results. Requirements include a physical building matching the description in the project scope, navigation features such as walkways, yard space with green-life for diversity, an interior with furniture, and air conditioning.

## Constraints

Constraints are relatively light in this project, but definitely still present. Time is a serious constraint, as this project relies heavily on trends such as interior design, and real-estate market pricings in order to remain current and profitable. The budget for this project is fixed at $160,000 which leaves little room for experimentation. There is no current limit on staffing, or equipment beyond the construction budget.

## Assumptions

Assumptions for this project include a number of criteria. Firstly, that the property is paid for and in direct ownership of the stakeholder team. Utilities are also assumed to be available to the property, and may just simply be implemented. This project assumes that building codes and regulations will be followed to an immaculate degree and will accommodate inspections and permits. Finally, this project also assumes that a set of building blueprints are available to the construction team to aide communication and design.

## Preliminary Scope Statement

This project will develop a two-car garage with an apartment, office, and family living space on the second floor. This project will span approximately five months starting on February 18th and has a budget of $160,000.

# Risks

Risks come in many factors in this project. Firstly, the weather at the time of construction could pose serious issues depending on the phase of the project. Stormy or rainy weather could cause damages or delays to the construction already laid down at the worksite. Additionally, fluctuating market prices for materials could pose an issue as local vendors may increase prices as we plan to use them. This is exacerbated by the fluctuating market value of real-estate. The projected sale price of this lot is variable to the trend of which is present upon the real date of sale; this could mean a lower sale price than initially anticipated. There also exists minimal risk of current legislation implementing new laws and restrictions to pose issues to our development pipeline as seen in drastic events such as the COVID-19 pandemic.

# Project Deliverables

There are a number of deliverables associated with this project. To start, there are physical construction milestones to be hit. A porch must be implemented on the first floor next to the two-car garage. A second level must be present to include three storage cabinets, a bedroom, an eating area, a family living room, a pantry, and stairs leading to the first floor. These rooms must also be fully furnished and designed according to the interior design philosophies. Outside of this building must include landscaping philosophies and green-life.

# Summary Milestone Schedule

This milestone schedule will adhere to the design phases as mentioned above. Each phase should take one month to complete, with the exception of the Foundation and Interior phases as those would each take longer and shorter, respectively. It is anticipated that the additional time the Foundation phase would take is proportionate to the time gained from the Interior phase.

# Summary Budget

It is expected for the compensation for workers to take up the majority of the budget. A team of roughly six people is expected to require $110,000 for the duration of the project. This leaves $30,000 for material spending, $5,000 for design philosophy implementation, and the remaining $15,000 for equipment to total the $160,000 budget.

# Project Approval Requirements

This project is to be deemed completed upon the successful completion of all milestones, and deliverables as outlined by each of the project phases. This also includes the associated categorization paperwork, and organizational duties as done by the project manager. This project will be completed as the building is ready for sale.

# Project Manager

The project manager for this project will be Corey Crooks. He will be designated to assign roles to staff, categorize and develop risk management plans, communicate with stakeholders, and provide consultation for each member of the project team to communicate directly for operational cohesion.

# Authorization

Approved by the Project Sponsor:

Date:

<Project Sponsor>

<Project Sponsor Title>