

# Preliminary Project Schedule



This preliminary project schedule assumes a Design Contract Award date on February 22, 2023. The schedule follows the District's itemized phase of services. Some activities listed are overlapping and not sequential. Our schedule does hit the District's target tentative completion date of December 2025.

Phase Description	Duration	Start	Completion
<b>1.0 Project Initiation</b>	<b>14</b>		
1. Project kickoff meeting			3/17/2023
2. Review project objectives and scope of services	7	3/17/2023	3/24/2023
3. Confirm project budget and schedule	14	3/17/2023	3/31/2023
4. Collect all available project data, materials, reports, etc.	14	3/17/2023	3/31/2023
<b>2.0 Space Plan and Site Analysis Review</b>	<b>29</b>		
1. Topographic survey	30	3/24/2023	4/23/2023
2. Geotechnical soils report	40	3/24/2023	5/3/2023
3. Conduct detailed site analysis	14	4/1/2023	4/15/2023
4. Identify surface and sub-surface conditions	14	4/1/2023	4/15/2023
5. Develop a final space program	21	4/1/2023	4/22/2023
6. Strategize approach to site layout options	7	4/15/2023	4/22/2023
<b>3.0 Conceptual and Schematic Design</b>	<b>96</b>		
1. Prepare site layout options	14	4/23/2023	5/7/2023
2. Confirm preferred site design layout	7	4/30/2023	5/7/2023
3. Prepare floor plan layout options	14	5/8/2023	5/22/2023
4. Confirm preferred floor plan layout	7	5/15/2023	5/22/2023
5. Prepare exterior building design options	21	5/23/2023	6/13/2023
6. Confirm preferred exterior design	7	6/6/2023	6/13/2023
7. Prepare design narrative for all building systems	14	6/7/2023	6/21/2023
8. Civil design (grading, utility, stormwater)	14	6/7/2023	6/21/2023
9. Prepare final concept design package	7	6/14/2023	6/21/2023
10. Update project schedule and prepare cost estimate	7	6/14/2023	6/21/2023
11. Present design to all regulatory agencies	21	6/22/2023	7/13/2023
12. Modify design as necessary and prepare final conceptual design for City approval	14	7/14/2023	7/28/2023
<b>4.0 Design Development (60% Submittal)</b>	<b>65</b>		
1. Develop Building Systems (structural, mechanical, plumbing, electrical, fire protection, security system)	50	7/29/2023	9/17/2023
2. Prepare all site improvement design plans	50	7/29/2023	9/17/2023
3. Prepare outline specifications	14	9/3/2023	9/17/2023
4. Update project schedule	14	9/3/2023	9/17/2023
5. Update cost estimate	50	7/29/2023	9/17/2023
6. Submit progress and final set for review	14	9/18/2023	10/2/2023

Phase Description	Duration	Start	Completion
<b>5.0 Environmental Clearance</b>	<b>90</b>		
1. Prepare formal CEQA and EIR	90	7/29/2023	10/27/2023
<b>6.0 Construction Documents (90% and 100% Submittal) and Bid Assistance</b>	<b>275</b>		
1. Review DD phase drawing submittal comments	7	10/3/2023	10/10/2023
2. Prepare 90% construction drawings	80	10/11/2023	12/30/2023
3. Prepare 100% construction drawings	60	12/31/2023	2/29/2024
4. Prepare final project specifications	28	2/1/2024	2/29/2024
5. Prepare final cost estimate	28	2/1/2024	2/29/2024
6. 1st Cycle Plan Check	30	3/1/2024	3/31/2024
7. Respond to Review Comments and Resubmit	14	4/1/2024	4/15/2024
8. 2nd Cycle Plan Check	14	4/16/2024	4/30/2024
9. Respond to 2nd Cycle Comments and Resubmit	10	5/1/2024	5/11/2024
10. Approval Permit Set			5/11/2024
11. Advertise for Bids, Pre-Bid Conf, Addenda	30	5/12/2024	6/11/2024
12. Open Bids / Assist in Bid Review	7	6/12/2024	6/19/2024
13. Notice to Award	14	6/20/2024	7/4/2024
<b>7.0 Construction Administration</b>	<b>537</b>		
1. Contract Execution / Mobilization	30	7/5/2024	8/4/2024
2. Construction	460	7/21/2024	10/24/2025
3. Punch List / Final Completion	60	10/25/2025	12/24/2025

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