

n'kmaplqs i? sn'mamaya?tn i? k'l sqilx'wtat   OKIB CULTURAL IMMERSION SCHOOL (OKIB-CIS) WORK PLAN AND SCHEDULE   02 SEPTEMBER 2020							
SCHEDULE MAJOR MILESTONES	Project activities and milestones			Meetings	Workshops	Deliverables	Target date
	<b>PREDESIGN PHASE (PLANNING AND PROGRAMMING)</b>						
June 2020	1	Project Initiation Meeting Confirm "governing framework" for the project (budget, schedule, sustainability, ideology, construction procurement, lines of communications) Discuss / confirm schedule Confirm composition and role of Steering Committee (Working Group) Confirm stakeholders involvement Confirm building users / community / social considerations	SCM1				
	2	Assist Project Manager (PM) with detailed site investigations including geotechnical and topographical survey					
	3	Prepare basic documentation for review including draft schedule, detailed functional program and project brief					
	4	Steering Committee Meeting to review / provide directions	SCM2				
	5	Conduct detailed site analysis, prepare Talking Wall					
	6	Design Workshop 1 - Visioning and Planning. Topics of discussions to cover: Program and site analysis Possible program synergies Exterior spaces, public art potential Vision, goals & objectives, including sustainability goals Other considerations			DW1		
	7	Finalise program, functional parameters, project brief and master planning approach					
	8	Steering Committee Meeting to review / provide directions	SCM3				
	9	Update in accordance with review comments				A	
<b>SCHEMATIC DESIGN</b>							
July to September 2020	10	Design Workshop 2 - Concept Building organisation, adjacencies Planning / community context Architectural image / cultural priorities High level discussion on mechanical and electrical systems Update vision, goals & objectives including sustainability goals			DW2		
	11	Develop architectural schematic design options of building and site					
	12	Assess the need for specialists, prepare RFP					
	13	Steering Committee Meeting to review / provide directions	SCM4				
	14	Design Workshop 3 - Option review Conceptual options Systems options Sustainability strategies Update vision, goals & objectives			DW3		
	15	Update design and conduct preliminary analysis of options					
	16	Steering Committee Meeting to review / provide directions	SCM5				
	17	Revise and update architectural options in accordance with directions provided by Committee					
	18	Coordinate development and analysis of engineering systems options					
	19	Facilitate benefit-cost analysis of sustainable and systems options					
	20	Steering Committee Meeting to review / provide directions	SCM6				
	21	Finalize conceptual design, systems selection and general sustainable strategies					
	22	Facilitate development of preliminary Class C estimate and full project budget					
	23	Review class c estimate make design adjustments if needed					
	24	Steering Committee Meeting to review / provide directions	SCM7				
25	Issue final schematic design				B	31 DEC 2020	
<b>DESIGN DEVELOPMENT</b>							
<b>CONSTRUCTION DOCUMENTS</b>							
<b>CONTRACT PROCUREMENT</b>							
<b>CONSTRUCTION CONTRACT ADMINISTRATION</b>							
<b>POST - CONSTRUCTION</b>							

n'kmaplqs i? sn'mamaya?tn i? k'l sqilx'wtat   OKIB CULTURAL IMMERSION SCHOOL (OKIB-CIS)   Project Phases and Major Milestones																						
VERSION 1   2020 SEPT 02																						
Project phases and Major milestones	2020	2021				2022				2023												
	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	
Planning and Programming	█																					
Schematic Design		█	█	█																		
Schematic Design Report				◆																		
Design Development					█	█	█															
Design Development Report							◆															
Construction Documentation								█	█	█	█	█	█	█	█	█	█	█	█	█	█	█
Construction Application to ISC																						
Tenders																						
Issued-For-Construction Documents																						
Construction																						
Substantial Performance																						
Occupancy																						

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WORK PLAN AND SCHEDULE | 02 SEPTEMBER 2020**

SCHEDULE MAJOR MILESTONES	Project activities and milestones				Meetings	Workshops	Deliverables	Target date
	<b>PREDESIGN PHASE (PLANNING AND PROGRAMMING)</b>							
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	5	Conduct detailed site analysis, prepare Talking Wall						
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	22	Facilitate development of preliminary Class C estimate and full project budget						
	23	Review class c estimate make design adjustments if needed						
	24	Steering Committee Meeting to review / provide directions	SCM7					
	25	Issue final schematic design					B	31 DEC 2020
<b>DESIGN DEVELOPMENT</b>								
October to December 2020 2020	26	Further develop architectural schematic design						
	27	Coordinate further development of engineering options (at a Design Development level)						
	28	Steering Committee Meeting to review / provide directions	SCM8					
	29	Facilitate Public Open House to present Design to Communities			OH			
	30	Adjust architectural and engineering design						
	31	Coordinate energy / value-engineering / sustainability workshop			SW			
	32	Further develop architectural design and coordinate engineering design development						
	33	Steering Committee Meeting to review / provide directions	SCM9					
	34	Facilitate Class B costing						
	35	Review, adjust design						
	36	Prepare Design Development Report						
	37	Steering Committee Meeting to review and approve Design Development Report for distribution to ISC	SCM10					
	38	Submit Design Development Report to ISC for review					C	31 MARCH 2021



**LEGEND**

**DELIVERABLES**

**A** **Pre-design Phase**  
 Work Plan and Schedule  
 Detailed functional program  
 Design Brief  
 Site planning options and master planning

**B** **Schematic Design Phase**  
 Building & systems analysis & design options  
 Schematic drawings showing architectural, structural, mechanical, electrical, landscape and civil concepts  
 Building Code Outline Report  
 Updated schedule  
 Preliminary energy report  
 Sustainable development strategies  
 Class c estimates

**C** **Design Development Phase**  
 Building Code Concepts Report  
 Final site analysis  
 Drawings and outline specifications of architectural, structural, mechanical, electrical, landscape and civil designs  
 Class B estimates  
 Updated budget, schedule, risk analysis  
 Updated sustainable design development strategies  
 Energy Report

**D** **Construction Documentation Phase**  
 Signed and sealed, fully coordinated drawings + specifications  
 Specifications using NMS standards  
 Class A estimate  
 Final Building Code Analysis  
 Detailed Code Compliance Drawings  
 Schedules A, B1 / B2

**E** **Contract Procurement**  
 Addenda documentation  
 Report on tender results  
 Letter of acceptance  
 Construction Contract documents for signature

**F** **Construction Contract Administration**  
 Progress reports  
 Site review reports  
 Substantial Performance Certificate & Schedule C's

**G** **Post Construction**  
 As-constructed drawings  
 Completion Report  
 One-year warranty review

**MEETING / WORKSHOP ATTENDEES**

**SCM** **Steering Committee Meetings**  
**Steering Committee (SC) members**  
 Representative from OKIB Council  
 Representative from OKIB Education  
 Representative from Public Works  
 Others as appropriate  
**Project Manager**  
**Architectural Team**  
 Marie-Odile Marceau  
 Mark Chevalier  
 Michael Hammock  
 Craig Duffield  
**Possible other attendees depending on need / issues**  
 ISC Representatives  
 Sub-consultants and specialists

**DW** **Design Workshops**  
**Steering Committee (SC) members**  
**Project Managers**  
**Architectural Team**  
**Representatives from these possible groups**  
 Elders  
 Students  
 Educators  
 Parents  
 Other stakeholders  
 Other stakeholders  
**Possible other attendees depending on need / issues**  
 Sub-consultants and specialists

**OH** **Open House**  
 Open to everyone

**SW** **Sustainability Workshop**  
**Steering Committee (SC) members**  
**Project Managers**  
**Architectural Team**  
 Sub-consultants

**TW** **Technical Workshops**  
**Steering Committee (SC) members**  
**Project Managers**  
**Architectural Team**  
 Sub-consultants  
**Representatives from:**  
 Educational staff  
 Maintenance staff