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| **Completed Project Charter- Bathroom Renovation** |
| **Scope:** |
| * **What is the desired outcome, system, or product?** |
| * + Renovate bathroom |
| **Assumptions:** |
| * **What scope or boundaries are included?** |
| * + Renovate master bathroom and children’s bathroom |
| * + Demolish old shower and flooring down to subfloor |
| * + Uninstall toilet and vanity |
| * + Upgrade wiring and power outlets |
| * + Change light fixtures and sockets |
| * + Replace sink and plumbing |
| * + Install new toilet, shower pan, shower door, shower tile, plumbing fixtures |
| * + Lay new flooring |
| * + Install backsplash at sink |
| * + Install new vanity, fixtures, and mirror |
| * + Paint |
| * + Hang new curtains |
| * **What scope or boundaries are not included?** |
| * + The bathroom windows will not be replaced |
| * + The bathroom fans and doors will not be replaced |
| * **What requires further definition in discover phases?** |
| * + Final selections of vanities, flooring, tile, and hardware are needed |
| * + Contractor interviews |
| * **What regulatory or other requirements will be accomplished?** |
| * + Permits and inspections by city representatives as needed |
| * The homeowners and other stakeholders (their children) will temporarily live at their second house once the renovations begin * Contractors will be paid a flat fee vs. an hourly rate |
| **Business Case:** |
| * **What value or benefit will the project create?** |
| * + Increase enjoyment of renovated space   + Increase home value by 5-7% |
| **Agreements:** |
| * **Key Stakeholders** |
| * + Homeowners   + Project Manager   + Contractors |
| * **Ultimate person accountable for the delivered project** |
| * + Project Manager |
| * **Cross-functional teams required and leads for each group** |
| * + Design consultant   + Plumbing   + Electrical   + Carpenter   + Inspectors   + Installers |
| * **Key Milestones** |
| * + Month 1-Develop design, project plan and select contractors   + Month 1-Order materials   + Month 2/3-Install equipment/flooring   + Month 3 Test/verify   + Month 3-Close out/pay contractors |
| * **Constraint Considerations:** |
| * + Time: 3 months   + Cost: $15,000 budget   + Scope: bathroom renovation   + Quality considerations: High quality equipment and services must be utilized |
| * **Other Constraints or Environmental Factors:** |
| * + Flooring needs to be replaced last   + Permits and inspections must be completed as required |
| * **Available Budget** |
| * + $15,000 |
| **Approvals**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Client/SponsorProject Manager |