

PROJECT CHARTER

Project Name: (1)

Olentangy Beach Club

Business/Location: (2)

Restaurant and Bar/Olentangy Riverside

Team Leader: (3)

Jan Weber

Champion: (4)

Jack Slavinski, Ohio State Univeristy Students, Staff, and Faculty

Project Description/Mission: (5)

To design, build, and open The Olentangy Beach Club Restaurant and Bar (design, building, stocking, staffing, etc.)

Problem Statement: (6)

To provide Ohio State Students, Faculty, and Staff with a social gathering place near the western portion of Ohio State's campus.

Business Case: (7)

Very few social gathering locations on West Campus, good place for students to refresh/recharge. Increase student's awareness of the Olentangy River and its environmental implications.

Deliverables: (8)

Building Design (Restaurant area, bar area, recreation area),
Marketing/Advertising Plan (Theme), Opening Day
Preparation

Goals/Metrics: (9)

Design and build the facility

Process & Owner: (10)

Social Gatherings for Students, Staff, Faculty/Existing Bars and Restaurants

Project Scope Is: (11)

West Campus (Olentangy River), University Sponsored, 43,560 (1 acre) sq feet building space, minimize effect on Olentangy River

Project Scope Is Not:

East Campus/University Village

Key Customers: (12)

West Campus students, faculty, staff, all Ohio State Students, Olentangy River Restoration Volunteers

Expectations: (13)

Casual Social meeting place, comparable food/drink, hours of operation

Milestones: (14)

Project Start:
Building Design
Construction

Completion Dates: (15)

2/5/2015
12-Mar
13-Apr

Opening Preparation	27-Apr
Opening Day	5/1/2015
Service Review/Adjustments	Continuous
Project Completion:	5/1/2015

Expected Business Benefits: (16)			Quantify	Explanation
			1-Time	Annual
\$1,000,000	Hard Cost	X	Hard Cost	Soft Cost
\$300,000	Soft Cost	X		Revenue
\$150,000	Revenue			Compliance
	Speed			
Moderate	Compliance	X		
	Intangible			

Team Members: (17)

Jeffrey Stuecher, Ryan Schwyn, Molly Roup, Jeddy Choi, Jan Weber

Expected Resource Needs (Internal/External): (18)

Contractors (1.5 months, 8 hours/day, \$750,000), permits (\$10,000), labor (for service, TBD), architect (\$100,000), financial advi

Risk Assessment: (19)

Possible environmental issues, lack of support/funding, lack of interest from consumers

Prepared By: (20)

Jeffrey Stuecher, Ryan Schwyn, Molly Roup, Jeddy Choi, Jan Weber

Date (Last Revision): (21)

2/5/2015

KEY:

- 1) Enter Project Name
- 2) Enter Business Unit, Location, Division, or other identifier.
- 3) Individual responsible for assembling team, driving the project and accountable for recommendations and results of team's effort. Assembles team and drives problem solving process and agenda. Assesses team's needs and team member performance.
- 4) Individual responsible for directing efforts of the team. Works with team leader to develop strategies, set direction and goals, acquire necessary resources and resolve barriers or conflicts. Monitors progress of team and makes adjustments as appropriate.
- 5) Describe the project that the team is expected to complete. What is the team expected to accomplish or deliver.

- 6) Describe the problem or opportunity prompting this project activity - in customer terms. Outline what the team is expected to develop or remedy.
- 7) Why undertake this project vs. some other activity?
- 8) List the project deliverables - the process or product changes to be implemented.
- 9) Qualify or quantify the desired outcome of the team's process or recommendations.
- 10) Describe the process affected by this project and identify the process owner.
- 11) Qualify or describe the geographic, organizational, physical or other boundaries of the teams reach and solution.
- 12) Who are the various internal or external customers of the team's process or impacted by the team's recommendations.
- 13) To the extent known, what outcomes or metrics do the customers expect
- 14) List the steps that the team is expected to complete as part of the projec
- 15) Indicate preliminary dates for completion of the project milestones.
- 16) What are the expected business benefits, both tangible and intangible? Identify the categories impacted with a checkmark, then quantify if possible. Distinguish between one-time benefits and ongoing annual annual benefits. Provide a description to explain the projected benefits and their calculation.
- 17) List the participants on the team.
- 18) List the nature, time period and intensity of any auxiliary resources likely to be needed as the team progresses in its work. Estimate cost of any external resources required, e.g. consultants
- 19) Describe any material risks associated with the project
- 20) Who created/revised the Charter
- 21) Note the date of creation and any revisions. Revisions should be approved and signed-off by th Project Champion.