

Work Plan

2011

PHASES	TASKS	March	April	May	June	July	August	September	October	November	December
1	Information Gathering <ul style="list-style-type: none"> Establish overall plan goals Review prior reports and existing documents Review relevant local and regional plans and reports Create base drawings of existing campus and surroundings Review facility condition assessments Understand regulatory issues Research neighborhood real estate context Evaluate projects in progress Understand current sustainability initiatives Conduct visioning workshops and focus groups Develop statement of planning principles 										
2	Programming <ul style="list-style-type: none"> Review space usage and utilization databases Develop list of programming participants Schedule and conduct programming interviews ► Develop draft space needs program (B) ► Create benchmarking report (B) Prioritize space needs with steering committee 										
3	Conditions Assessment <ul style="list-style-type: none"> ► Assess utility and condition of existing buildings (B) Develop building and open space inventory Understand housing inventory and goals Analyze traffic patterns, parking and transit usage Evaluate existing landscape and circulation conditions Analyze South Side strengths, weaknesses, and opportunities Develop existing conditions analysis diagrams Develop guidelines for sustainable campus planning Present existing conditions analysis report 										
4	Concept Options <ul style="list-style-type: none"> ► Develop campus capacity/land use strategy (E) ► Develop alternative renovation and new construction scenarios (A) ► Develop alternative reuse plans for Mountaintop Campus (F) Explore development and partnership opportunities in community Develop alternative housing plans Develop alternative concepts for open space, circulation, parking, and service Integrate priorities from Trustees' retreat Evaluate alternatives in light of planning principles Review scenarios with stakeholders 										
5	Development of Preferred Option <ul style="list-style-type: none"> Synthesize inputs into a coherent vision connecting multiple campuses and the community ► Refine preferred option for growth, expansion and renovation (A) Create framework for open space and landscape ► Create framework for circulation and parking (G) ► Develop shuttle routes and operations plan (H) ► Develop undergraduate and graduate housing plan (C) ► Develop sustainable campus design standards (I) ► Create community partnership plan (D) Calculate cost estimates for capital projects Develop phasing and implementation plan 										
6	Final Campus Plan <ul style="list-style-type: none"> Incorporate feedback from Lehigh community Develop final plan deliverables Develop fundraising materials and presentations Assemble technical guides and appendices 										

PROJECT MILESTONES LEGEND:



Steering Committee



Strategic Planning Committee



Stakeholders



Town Hall Events



Trustees Meetings