# Texas Southern University - Thurgood Marshall School of Law POR Preliminary Schedule / Workplan

September 30, 2025

Year Month Week

## **Task Description**

## 1.0 Project Initiation

- 1.1 Soft Kickoff Meeting (Virtual)
- 1.2 Establish Leadership & Stakeholder Groups

#### 2.0 Data Gathering

- 2.1 Issue Information Request / Receive Info
- 2.2 Analysis of Materials
- 2.3 Develop User Questionnaires & Distribute
- 2.4 Workshop #1 (Onsite) Data Gathering
- 2.5 Gather Site Infrastructure Information
- 2.6 Conduct Interviews
- 2.7 Document Information
- 2.8 Initiate Facility Program Development

#### 3.0 Analysis & Vision

- 3.1 Building analysis utilities concepts
- 3.2 Building analysis access & flow concepts
- 3.3 Preliminary functional use concepts
- 3.4 Preliminary adjacency & relationship concepts
- 3.5 Benchmark Facility Tours (Virtual)
- 3.6 Prepare building & site scenarios
- 3.7 Prepare preliminary space program
- 3.8 Create functional narratives for engineered systems
- 3.9 Prepare initial cost estimate
- 3.10 Workshop #2 (Onsite) Program / Scenarios

## 4.0 Scenario Development

- 4.1 Finalize goals & guiding principles
- 4.2 Refine building access & flow concepts
- 4.3 Refine site concept plan
- 4.4 Develop blocking and stacking diagrams
- 4.5 Develop criteria data
- 4.6 Finalize space program
- 4.7 Finalize building system narratives
- 4.8 Refine final cost estimate
- 4.9 Workshop #3 (Virtual) Review

## 5.0 Reporting

- 5.1 Create Program of Requirements Document
- 5.2 Draft POR Review TFC/TSU Leadership (Virtual)
- 5.3 Publish Final POR Document

