

Virtual Project Management Plan

Utilize a professional project management and “fast track” technology deployment approach for an accelerated and successful project execution and completion including:

- Build and publish the project level and detailed level work breakdown structure (WBS) (use as the basis and architecture for schedules, logic flow diagrams, estimates, technical / design specifications, sub-contracts, risk analysis and mitigation, etc.). This WBS will provide for a logical breakdown and relationship hierarchy of everything needed to be included in the project.
- Develop a detailed resource loaded critical path schedule with all WBS elements and their logic tie relationships and milestones (Primavera/P3/SureTrack). Build necessary logic flow diagrams to facilitate schedule development and project coordination. Establish a “war room” type schedule driven project with “Plan of the Day / Month” type project management for coordination, communication, status reporting and driving the project to completion.
- Develop detailed (bottoms up) baseline project estimate per the WBS. Develop budgets and budget reporting based on “earned value” along with accurate and complete “Actual Costs to Date” cost capture. Use cost and budget forecasting spreadsheet / tool to maintain predictable project / cost performance (including payroll, AP and AR). Utilize project specific checking account / line of credit with an automatic daily sweep to minimize project financing costs.
- Integrate all the above (Scope, Time and Cost Management) into a comprehensive and professional Project Management Plan that also includes chapters on Quality Management, Risk Management, Human Resource Management, Safety Management, Procurement and Contracts Management, Communications / Public Relations Management, Integration (internal and external) Management, etc. This plan describes how the project is successfully and safely managed to completion and how investor ROI is protected and guaranteed. This plan is used to brief investors / bankers, stakeholders, regulators, and customers and to build the necessary confidence in the project and management team.
- Build professional grade animation(s) for investor(s), stakeholder(s) / regulator(s) / customer(s) briefings.

- Assemble quality investor package(s) with all the above information plus detailed ROI analysis. Be selective, find the right investor(s), the investment market is currently good for technology projects. Secure project financing required for each project phase.
- Utilize a disciplined “Fast Track” technology development and integration approach for accelerated project / technology delivery (from conceptual design, final design, fabrication, cold and hot testing and final prototype deployment). Aggressively manage and integrate all technical / design / engineering / fabrication sub contractors to ensure project schedule and milestones are met. Use “over the shoulder” type design reviews when appropriate and conduct formal 50%, 90% and final design reviews when needed (for high risk areas) with well documented notes, actions and responsibilities.
- Secure all intellectual property (IP), patent applications and any copy rights. Build the obstacles for the competition.
- Build operations phase strategic and business plan, including product and service marketing, market analysis, and business development plan. Identify targets and close contracts.
- Utilize existing S.A.Robotics capabilities, resources and infrastructure during the initial technology development phase as an extension to customer (in lieu of immediate customer staff up and infrastructure build up). S.A.Robotics would act as an integrated component to customer managing the “fast track” design and fabrication of the technology from conceptual / final design through fabrication / testing. Customer permanent staffing and infrastructure would need to be in place prior to the project transition to the long term operations phase.