

* FACILITIES *

PROPERTY ACQUISITION

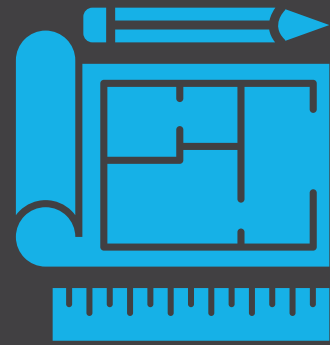


1. ENTER PROPERTY INTO THE OSF PORTAL

- UPON CHARTER APPROVAL, CONTACT THE DIRECTOR OF SCHOOL OPERATIONS TO GAIN ACCESS TO THE OSF PORTAL
- FAMILARIZE YOURSELF WITH THE SCHOOL PLANNING AND CONSTRUCTION GUIDES
- ENTER THE PROPERTY'S INFORMATION, INCLUDING UTILITIES
- COORDINATE WITH OSF TO SCHEDULE AN ON SITE OR VIRTUAL VISIT WITH OSF AND SCDOT

2. SUBMIT DOCUMENTS

- SUBMIT THE FOLLOWING DOCUMENTS:
 - BOUNDARY PLAT PREPARED BY A REGISTERED LAND SURVEYOR (MUST BE SIGNED)
 - PHASE 1 ENVIRONMENTAL REPORT
 - PHASE 2 - IF APPLICABLE
 - SCDOT SITE TRAFFIC REPORT
- OSF AND PCSD WILL APPROVE THE PROPERTY ACQUISITION
- PURCHASE OR LEASE THE PROPERTY
- PROVIDE PURCHASE PRICE, DATE, AND ACREAGE INFO TO PCSD



PROJECT MANAGEMENT



3. DESIGN AND PLANNING

- ONCE THE ACQUISITION HAS BEEN APPROVED BY OSF, CREATE A PROJECT IN THE OSF PORTAL AND DESIGNATE A DESIGN PROFESSIONAL (DP)
- THE DESIGN PROFESSIONAL WILL UPLOAD PLANS FOR OSF TO REVIEW
- OSF AND THE DP WILL MEET FOR A "TABLETOP DISCUSSION"
- OSF WILL MAKE COMMENTS AND THE DP WILL RESOLVE THEM
- OSF WILL ISSUE A BUILDING PERMIT TO BEGIN CONSTRUCTION

4. CONSTRUCTION & INSPECTIONS

- PROCEED WITH CONSTRUCTION
- HIRE CHAPTER 1 AND 17 INSPECTORS
- CONDUCT INSPECTIONS
- ONCE ALL INSPECTIONS ARE COMPLETE, OSF WILL ISSUE THE CERTIFICATE OF OCCUPANCY (COO)



TIMELINE ESTIMATES

- PROPERTY ACQUISITION 2-6 MONTHS
- PROJECT MANAGEMENT 6-18 MONTHS