

SCOPE OF WORK

Name of Company: Doodles Dog Resort
Project Name: Dog Boarding Facility
Project Manager: Gracie Cleveland
Prepared by: Gracie Cleveland
Date: 09/20/2021

The Scope of Work is the official description of the work that is to be completed during the contract. **The Scope of Work must be consistent with the project timeline.**

PROJECT BACKGROUND AND DESCRIPTION STATEMENT

A dog boarding facility is a service that allows dog owners to drop their dogs off for a given period at a given fee. Dog boarding facility involves services like feeding them and other care taken by the staff. To start a dog boarding facility, the following are very critical. I will need to plan for my facility, my employees, implement my plan of action, and begin working on my budget for the business. I have things to consider such as insurance, utilities, consider weather conditions, and how to overall prepare to care for dogs. This is my first time opening a business and I realize I'll have a lot of hurdles to jump but with patience and words of the wise, I believe I can make a go with this business.

TASK LIST

Each task has been assigned a number for reference throughout the rest of this document and during the commission of the project.

Task No.	Task	Equipment & Services Needed	Equipment Delivery Date	Reporting Head
1	Finding a building			Gracie Cleveland

KEY CONTRACTORS AND SUBCONTRACTORS

Task No.	Name of Key Contractor	Role / Title	Responsibilities
	N/A		

PROBLEM STATEMENT

The problem's that I will be facing is being able to get the proper building experts to show and tell me exactly what I am going to need. The biggest problem for me is the contractors because they are wanting to grossly overcharge me.

PROJECT GOALS

GOAL
To provide a better environment for dogs for when their owners are out of town.
HOW GOAL WILL BE ACHIEVED
I'm going to make a reputation for myself to give such good care to these dogs that their owners won't have to worry about them while they are staying at my facility.

By signing below, I verify that I am a representative of the below identified entity and that I have the authority to bind such entity.

Project Approval & Signatures			
Project Name:		Dog Boarding Facility	
Project Manager:		Gracie Cleveland	
<i>The purpose of this document is to provide a vehicle for documenting the initial planning efforts for the project. It is used to reach a satisfactory level of mutual agreement among the Project Manager, Project Sponsors and Owners with respect to the objectives and scope of the project before significant resources are committed and expenses incurred.</i>			
<i>I have reviewed the information contained in this Project Scope Statement and agree:</i>			
Name	Title/Role	Signature	Date

N/A