

## SAVE International Value Engineering Job Plan

Phase	Activities	Results
<b>Preparation</b> (Pre-Study)	<ul style="list-style-type: none"> <li>Define study scope and objectives</li> <li>Identify participants, obtain time commitment</li> <li>Coordinate logistics, agenda, venue, etc</li> <li>Gather and distribute project information—scope, designs, reports, estimate, cost models, schedule, risks, and constraints</li> </ul>	<ul style="list-style-type: none"> <li>Clear understanding of study priorities</li> <li>Defines expectations</li> <li>Offers a thorough overview of the whole project</li> </ul>
<b>Information</b>	<ul style="list-style-type: none"> <li>Review project information (team members and facilitator)</li> <li>Define project performance metrics</li> <li>Kickoff Meeting with client, designers, stakeholders, VE team members, and facilitator</li> <li>Site visit</li> </ul>	<ul style="list-style-type: none"> <li>Brings all team members to a common, basic level of project understanding, including its challenges and constraints</li> <li>Establishes the benchmark for which to identify alternatives</li> </ul>
<b>Function Analysis</b>	<ul style="list-style-type: none"> <li>Define and classify basic and secondary project functions</li> <li>Model functional relationship via Function Analysis System Technique (FAST)</li> <li>Establish function costs and worth relative to performance</li> <li>Select specific functions for study</li> </ul>	<ul style="list-style-type: none"> <li>Validates that the project satisfies customer needs and objectives</li> <li>Provides a comprehensive project understanding by focusing on what the project does, rather than what it is</li> <li>Identifies value-mismatched functions and focuses on functions with the greatest opportunity for project improvement</li> </ul>
<b>Creativity</b>	<ul style="list-style-type: none"> <li>Performance-focused brainstorming</li> <li>Generate ideas for alternative ways to perform functions</li> </ul>	<ul style="list-style-type: none"> <li>VE team develops a broad array of ideas that provide a wide variety of possible alternative components or methods to improve project value</li> </ul>
<b>Evaluation</b>	<ul style="list-style-type: none"> <li>Eliminate obvious “fatal flaw” ideas</li> <li>Rank ideas based on performance criteria and study goals</li> <li>Discuss conflicting rankings</li> </ul>	<ul style="list-style-type: none"> <li>Prioritizes ideas for development—focusing on those with the highest potential performance improvement and cost savings</li> <li>Value = Performance/Cost</li> </ul>
<b>Development</b>	<ul style="list-style-type: none"> <li>Validate idea concepts</li> <li>Compare to original design concept</li> <li>Define implementation requirements</li> </ul>	<ul style="list-style-type: none"> <li>Provides side-by-side comparison of baseline and alternative—concepts, initial costs, life cycle costs, drawings, and performance metrics</li> </ul>
<b>Presentation</b>	<ul style="list-style-type: none"> <li>Present key developed ideas to client, designers, and stakeholders</li> <li>Draft report</li> </ul>	<ul style="list-style-type: none"> <li>Ensures management and other key stakeholders understand the rationale of the value alternatives and design suggestions</li> </ul>
<b>Implementation</b> (Post-Study)	<ul style="list-style-type: none"> <li>Obtain implementation commitments</li> <li>Follow up</li> <li>Final Report</li> </ul>	<ul style="list-style-type: none"> <li>Demonstrates the success of the VE study</li> </ul>