



PMI Site Planning Check List

Sales Account Manager: _____ Date: _____

Job Name: _____ County: _____ State: _____

1) Meeting(s) with committee or chairman

a) Contact Information

Location: _____ Name: _____

Address: _____

Phone: _____ Fax: _____

Contact Person: _____

b) Financial Info

RFP Bid, Date: _____

Do you have a budget in mind? ➤ \$ _____

Billing Agents: _____

c) Play Equipment Specifics _____

Check desired children age range:

2-5 2-12 5-12

How many areas are you thinking of?

- 1 area
- (Combined ages?)
- 2 areas
- (Separate ages?)

Do you already have a color scheme in mind? If so, what colors?

- Natural Certain specified _____
- Rainbow colors; if so, list in _____
- Primaries next column _____

- List SURFACING preferences for each area.
 - Chips – Standard Engineered wood fibers
 - Rubber Pads
 - Rubber – Poured in Place
 - Other _____

- List installation preferences for each area.
 - PMI Installed
 - Client Installed with PMI Supervisor
 - Community Built

- List other *preferences* for each area.
 - _____
 - _____
 - _____

- List other *prohibitions* for each area.
 - _____
 - _____
 - _____

- List budget for each area.
 - **Preschool** ➤ \$ _____
 - **Elementary** ➤ \$ _____
 - **Other** ➤ \$ _____

d) At the Site

i) Site Photos

- **Take Snap shot camera, Polaroid, digital, etc.**
- **Take panorama shots from at least 2 corners viewing complete site with barely overlapping photos**
 - Completed**

ii) Site layouts and measurements

- Identify any objects to be removed!**
 - **Old play equipment, landscaping, pavement, etc.**
- Identify any objects to be added:**
 - **A new building, decks, walks, landscape, etc.**