

Experience Record Book - Month, Year - Month, Year

Name MALA Associate No. XXX

Advisor:

Days

1. Advisory, Consulting & Pre-Design

- Gathering of Background Information 1A
- Site Analysis 1B
- Evaluation and Interpretation of Data 1C
- Feasibility Studies 1D
- Development Program 1E
- Preliminary Budget Estimate 1F

0
0
0
0
0
0

TOTAL 0.00

2. Conceptual Design A

- Land Use Plans/Conceptual Plans/Sketches 2A
- Study Models 2B
- Presentation Drawings & Reports 2C
- Preliminary Cost Estimate 2D

0
0
0
0

TOTAL 0.00

3. Detail Design B

- Planting Plan 3A
- Layout & Materials Plan 3B
- Site Grading Plan 3C
- Irrigation and Lighting Plan 3D
- Construction Details 3E
- Contract Documents 3F
- Technical & Plant Specifications 3G

0
0
0
0
0
0
0

TOTAL 0.00

4. Contract Administration

- Site Instruction/Change Orders 4A
- Project Management, Site Meetings, and Inspections 4B
- Progress Claims, Holdbacks, Deficiencies 4C
- Certificates of Completion and Acceptance 4D

0.00
0.00
0.00
0.00

TOTAL 0.00

5. Other Experience

- Proposal Writing
- Public/Private Workshops
- Graphic Design
- Client Meetings & Correspondence
- Community Involvement
- GIS Mapping
- Community Development Plans/Land Selection Claims
- Additional

0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00

TOTAL 0.00

0.00