**Best Practices and Lessons Learned Template**

**Project Number and Brief Description:**

**Delivery Schedule:**

**Budget Analysis:**

* Overall Budget
  + Original Design Budget Estimate: $x million
  + Original Construction Budget: $x million

**Change Orders:**

**Lessons Learned:**

* Preconstruction Lessons Learned:
* Construction Lessons Learned:

**Best Practices:**

**Innovations:**

**Other:**