PLH ADVANCED ENGINEERING – Preliminary Project Questionnaire

Customer:		Product:		Date:	

1. **Problem Definition**
   a. New or Existing Product? *Enter Response*
      i. New: Are there any comparable products?   *Y/N*
         1. Patentable? *Y/N*
      ii. Existing: When/how does the problem occur? _____
         1. Can it be recreated? *Y/N*
         2. What parts can be modified and which ones must remain as-is? _____
      iii. Provide links to similar products: _____
   b. What are the applications? _____
   c. Summary of product functions:
      i. _____
      ii. _____
      iii. _____
   d. What are the dimensions of the product? ___x___x___ mm
   e. Power input type and magnitude: _____
   f. Power output type and magnitude: _____
   g. What is the envelope the solution must fit in? ___x___x___ mm
   h. Annual Quantity? _____
      i. Production process? _____
   i. Regulatory environment? _____
   j. Product Life _____
      fatigue, hours, loading cycles

2. **Work/Quote Definition**
   a. # of CAD Models: _____
   b. # of drawings: _____
   c. # of prototype parts: _____
      i. Prototype production method(s): _____
   d. # of load cases to be analyzed: _____
   e. # of internal standards to adhere to: _____
   f. # of external standards to adhere to: _____
   g. Specific Vendors to use? _____
   h. Permanent or temporary fix? _____
   i. Estimated total engineering hours to complete based on prior customer experience: _____

3. **Additional Information**
   a. Will the customer be providing?
      i. A dedicated point of contact: *Y/N*
      ii. A detailed analysis/report of the problem: *Y/N*
      iii. Interfaces with other components: *Y/N*
      iv. Internal Standards: *Y/N*
      v. External Standards: *Y/N*
      vi. SOW: *Y/N*
      vii. NDA/Non-Compete: *Y/N*
      viii. List of inputs/outputs: *Y/N*
      ix. Expected/Desired piece price: *Y/N*
      x. Visual/ Industrial Design: *Y/N*
      xi. Operational Environment *Y/N*
         shock/vibration, temperature, humidity, etc
      xii. Input/Ouput Power specifications *Y/N*
         hydraulic, electricity, pneumatic, human, gravity, shaft, efficiency, etc

4. Solution Requirements
    a. What are the major milestones / deadlines that must be met?
        i. Start Date: *Enter Date*
        ii. Milestones to be achieved in:
            1. Phase 1: _____
                a. # of weeks: _____
            2. Phase 2: _____
                a. # of weeks: _____
            3. Phase 3: _____
                a. # of weeks: _____
    b. Will the following items be required?
        i. Validation _____
        ii. CAD Modeling *Y/N*
        iii. Analysis *Y/N*
        iv. Regulatory Adherence *Y/N*
        v. Production Solutions *Y/N*
        vi. Vendor Sourcing *Y/N*
        vii. Site Visit(s) *Y/N*
    c. What are the deliverables?
        i. Proposal? *Y/N*
        ii. Alpha/Beta or Mule Prototypes? *Y/N*
        iii. CREO/SolidWorks files (if so, what version?) *Y/N*
        iv. FEA Reports? *Y/N*
        v. FEA Models? *Y/N*
        vi. Drawings? *Y/N* GD&T? *Y/N*
        vii. Production Solution? *Y/N*
5. Process Requirements
    a. Design review frequency: _____
    b. Meeting frequency: _____