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TO: **OFFICE OF THE PRESIDENT & AUBURN UNIVERSITY ADMINISTRATION**  
**PAT HARRIS**, EXECUTIVE ASSISTANT TO THE CHIEF OF STAFF

SUBJECT: **MONTHLY CLIENT PROJECT REPORT**

DATE: **06/04/2018**

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Please find attached this month's report for all projects related to your office that are currently being managed by Facilities Management.

If you have any questions or comments about these reports or any of the projects contained therein, please let us know.

**Dan Berry**

Program Manager, Design and Construction  
(334) 844-9115  
berrycd@auburn.edu

**ADDITIONAL INFORMATION:**

For the purposes of this report, the AU ADMINISTRATIVE client group currently includes the following offices:

**Office of the President, Chief of Staff, Secretary to the Board of Trustees, General Counsel, Enrollment Services, and the Office of Audit, Compliance & Privacy.**

However, separate reports are issued for the **Office of the Chief Operating Officer, Campus Safety and Security, AA/EEO and Office of Accessibility, and the Office of Information Technology (OIT).**

If you need to submit a new project request, the Project Initiation Form (PIF) is available through our website as follows:  
<http://www.auburn.edu/administration/facilities/projects/pif.html>

For reference, below are the primary contacts for each directorate within Facilities Management:

**FACILITIES MGMT ADMINISTRATION:**

FAC MGMT COMMUNICATIONS & MKTG:  
FAC MGMT SAFETY MANAGEMENT:  
FAC MGMT FINANCIAL SERVICES:  
FAC MGMT INFORMATION TECHNOLOGY:

**DAN KING** (*AVP of Facilities Mgmt*), and **Gina Mann** (*admin. sup. assoc.*)  
**Martha Gentry** (*manager*)  
**Margaret Smith** (*manager*)  
**Bob Moseley** (*director*), and **Zilun Fan**  
**Shanda Foster** (*manager*)

**UNIVERSITY ARCHITECT (OUA):**

CAPITAL PROJECTS:  
CAMPUS PLANNING & SPACE MGMT:

**SIMON YENDLE** (*interim Univ. Architect*), and **Barrett Warren** (*OUA coord.*)  
**Simon Yendle** (*director*)  
**Richard Guether** (*director*)

**DESIGN AND CONSTRUCTION:**

UNIVERSITY ENGINEER:  
DESIGN SERVICES (DES):

CONSTRUCTION MGMT (CM):  
PROJECT SUPPORT:

**SCOTT FULLER** (*executive director*), and **Susan Miller** (*D&C coordinator*)  
**Mark Aderholdt** (*University Engineer*), and **Nolan Yon** (*FCA program mngr.*)  
**Mickey Allen** (*director*), **Matt Wagner** (*asst-director*), **Bob Hix** (*asst-director*),  
and **Vanessa Kleypas** (*DES SERV coordinator*)  
**Mitch Walley** (*interim director*)  
**Walker Davis** (*manager*)

**FACILITIES OPERATIONS:**

MAINTENANCE:  
IN-HOUSE CONSTRUCTION (IHC):  
UTILITIES & ENERGY MGMT:  
CAMPUS SERVICES:

**RON BOOTH** (*executive director*), and **Anne Wilbourne** (*admin. sup. assoc.*)  
**Dan Whatley** (*director*), and **Bruce Arnold** (*asst-director*)  
**Hank Moreman** (*manager*)  
**Ken Martin** (*director*), and **Malcolm Dailey** (*asst-director*)  
**Dee Sneed** (*director*), **Burl Sumlin** (*asst-dir.*), and **Vic Walker** (*asst-dir.*)

■ denotes "Client Priority Projects"



# AUBURN UNIVERSITY

FACILITIES MANAGEMENT

## Client Projects (by Phase)

<b>ADMINISTRATION</b>	Total Projects: 12	PROGR.: 3	CONSTR.: 2	HOLD_SCOPE: 1
	Total Approved Budgets: \$17,572,244	DESIGN: 3	CLOSEOUT: 1	HOLD: 2
<b>PROGRAMMING</b>	<b>3 Projects</b>			

B = Baseline Date    E = Estimated Date    A = Actual Date

Project Num	D = Design Lead C = Construction Lead	Project Name	Project Initiation	Budget Approved	Final Design	Bid Date	Notice to Proceed	Substantial Completion
<b>18-091</b>	D: John Lyons C: Julie Cannon	Samford Hall - Suite 304, New Workstations For Additional Office Space Status: SCOPING Phase:PROGRAMMING	2/27/18	B: 4/3/18 E: 3/28/18 A: 3/28/18 \$11,090	B: E: A:	B: E: A:	B: E: A:	B: E: A:
Grp: DES	5/24/18 John Lyons	Budget: Budget approved covering Room 306A. Schedule: No issues. Current Task: John Talmage of Rabren preparing a JOC bid for the remaining requested work. Next Step: Upon receipt of the JOC proposal, prepare budget for client's approval.						
<b>18-118</b>	D: Margaret Devall C:	Quad Center - 1st Floor, Interior Renovations & New Furnishings Status: SCOPING Phase:PROGRAMMING	3/9/18	B: 7/24/18 E: 7/24/18 A:	B: E: A:	B: E: A:	B: E: A:	B: E: A:
Grp: DES	5/16/18 Margaret Devall	Budget: Budget being developed. Schedule: Based on client meeting, the project will most likely need to be done during Christmas break 2018/2019. Current Task: Working on scope of work Next step: Send scope to estimating week of 5/21.						
<b>18-187</b>	D: Sarah Rakestraw C: Henry Moreman	Samford Hall - Suite 105, Interior Renovations & New Furnishings Status: ORIG BUDGET APPR Phase:PROGRAMMING	5/1/18	B: 6/7/18 E: 6/11/18 A:	B: E: 9/20/18 A:	B: E: 5/7/18 A:	B: 10/3/18 E: 8/24/18 A:	B: 12/6/18 E: 10/17/18 A:
Grp: DES	5/16/18 Sarah Rakestraw	Budget: no budget - project currently in Estimating Schedule: Would like work to be completed after June 30 (Mr. Davis' last day) Current task: Currently in estimating, building budget based on furniture moving from General Counsel suite and new pieces as approved. Next step: budget approval and furniture procurement, schedule and confirm work in space.						

 denotes "Client Priority Projects"

## Client Projects (by Phase)

<b>ADMINISTRATION</b>	Total Projects: 12	PROGR.: 3	CONSTR.: 2	HOLD_SCOPE: 1
	Total Approved Budgets: \$17,572,244	DESIGN: 3	CLOSEOUT: 1	HOLD: 2

<b>DESIGN</b>	<b>3 Projects</b>
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Project Num	D = Design Lead C = Construction Lead	Project Name	Project Initiation	Budget Approved	Final Design	Bid Date	Notice to Proceed	Substantial Completion
<b>16-362</b>	D: Philip Johnson C: Daniel Dix	Quad Center - Suite 116 & Room 117, Expand Media Room To Provide Additional Seating  Status: DESIGN Phase:DESIGN	9/20/16	B: 11/21/16	B: 10/6/17	B: 10/17/17	B: 9/29/17	B: 3/8/18
				E: 6/27/17	E: 9/28/17	E: 9/28/17	E: 9/29/17	E: 2/8/18
				A: 6/27/17	A: 9/28/17	A: 9/28/17	A: 9/29/17	A: 2/8/18
				\$120,000				
Grp: IHC	2/27/18 Gary Arnold	Needed to close the project: Close IHC work order !8-398774.						

<b>17-406</b>	D: Sarah Rakestraw C: Gary Arnold	Samford Hall - Suite 101, New Furnishings For Office Of The General Counsel  Status: DESIGN Phase:DESIGN	11/27/17	B: 1/15/18	B:	B:	B:	B:
				E: 4/19/18	E:	E:	E: 5/14/18	E: 7/13/18
				A: 4/19/18	A:	A:	A:	A:
				\$46,840				
Grp: DES	5/16/18 Sarah Rakestraw	Budget: approved at \$46,839.75 Schedule: Planning for work week of June 22-28 (Friday to Thursday) Current task: Scheduling work with IHC, all furniture has been ordered. Next step: Schedule furniture installation and moving out of existing furniture (moving into 105A)						

<b>18-032</b>	D: George Reese C: George Reese	Samford Hall - Main East Entrances, Exterior Sandstone Stairway Restoration  Status: CONST CONTR Phase:DESIGN	1/26/18	B: 3/14/18	B:	B: 3/29/18	B: 5/10/18	B: 7/9/18
				E: 3/14/18	E:	E: 3/29/18	E: 5/10/18	E: 7/9/18
				A: 3/14/18	A:	A: 3/29/18	A:	A:
				\$31,999				
Grp: DES	5/22/18 George Reese	Budget: In budget (\$32k) Schedule: Coordinating dates for mock-up. Current Status: Routing SPW contract with Masonry Arts. Coordinating dates for mock-up. Next Step: Complete mock-up for OUA to review and approve/reject. Set dates for full restoration. Note: This project is only addressing the north stairs on the east side of the building.						

<b>CONSTRUCTION</b>	<b>2 Projects</b>
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Project Num	D = Design Lead C = Construction Lead	Project Name	Project Initiation	Budget Approved	Final Design	Bid Date	Notice to Proceed	Substantial Completion
<b>17-145</b>	D: Matthew Wagner C: William Ledbetter	<b>Quad Center - New Card Access System For All Exterior Doors</b>  Status: CONSTRUCTION Phase:CONSTRUCTION	4/25/17	B: 10/2/17	B: 2/9/18	B: 2/20/18	B: 12/4/17	B: 9/5/18
				E: 10/6/17	E: 12/1/17	E: 12/1/17	E: 12/4/17	E: 9/5/18
				A: 10/6/17	A: 12/1/17	A: 12/1/17	A:	A:
				\$114,700				
Grp: IHC	5/23/18 William Ledbetter	Budget: In budget. Schedule: On schedule. Current Status. We are currently working on the access control equipment installation, however, the client has submitted a PIF for Project 18-147. This project will need to be coordinated with our current so that the access control system can be installed in the new doors.						

<b>ADMINISTRATION</b>	Total Projects: 12	PROGR.: 3	CONSTR.: 2	HOLD_SCOPE: 1
	Total Approved Budgets: \$17,572,244	DESIGN: 3	CLOSEOUT: 1	HOLD: 2

**CONSTRUCTION** **2 Projects**

		B: = Baseline Date    E: = Estimated Date    A: = Actual Date							
Project Num	D = Design Lead C = Construction Lead	Project Name	Project Initiation	Budget Approved	Final Design	Bid Date	Notice to Proceed	Substantial Completion	
<b>17-237</b>	D: Simon Yendle C: Joshua Conradson	President's Garden Pavilion - Kitchen Expansion  Status: CONSTRUCTION Phase:CONSTRUCTION	7/19/17	B: 10/5/17 E: 8/25/17 A: 8/25/17 \$1,691,060	B: E: A:	B: 10/31/17 E: 10/31/17 A: 10/31/17	B: 11/10/17 E: 11/10/17 A: 11/10/17	B: 5/9/18 E: 5/9/18 A:	
Grp: CPM	5/21/18 Joshua Conradson	Schedule: Project is on schedule. Budget: Project budget is in budget. Current Step: Final inspection is scheduled for Friday, May 25th. Next Step: Punch list and closeout project.							

**CLOSEOUT** **1 Projects**

		B: = Baseline Date    E: = Estimated Date    A: = Actual Date							
Project Num	D = Design Lead C = Construction Lead	Project Name	Project Initiation	Budget Approved	Final Design	Bid Date	Notice to Proceed	Substantial Completion	
<b>14-296</b>	D: Joshua Conradson C: Joshua Conradson	President's Home - Renovation And Expansion  Status: WARRANTY/CLOSEOUT Phase:CLOSEOUT	10/24/14	B: E: 10/31/16 A: \$15,200,000	B: E: A:	B: 8/30/16 E: 8/30/16 A: 8/30/16	B: 9/26/16 E: 9/26/16 A: 9/26/16	B: 3/1/18 E: 3/9/18 A: 3/9/18	
Grp: CPM	5/21/18 Joshua Conradson	Schedule: Project is substantially complete. Budget: Project is currently on budget. Current Step: Complete punch list work, change request work, and final Change Orders. Next Step: Closeout documents.							

**HOLD\_SCOPE** **1 Projects**

		B: = Baseline Date    E: = Estimated Date    A: = Actual Date							
Project Num	D = Design Lead C = Construction Lead	Project Name	Project Initiation	Budget Approved	Final Design	Bid Date	Notice to Proceed	Substantial Completion	
<b>18-147</b>	D: Philip Johnson C: Joshua Conradson	Quad Center - 1st Floor, Refinish Or Replace Interior Doors  Status: HOLD_SCOPE Phase:HOLD_SCOPE	4/3/18	B: 9/5/18 E: 9/5/18 A:	B: E: A:	B: E: A:	B: E: A:	B: E: A:	
Grp: DES	5/22/18 Philip Johnson	Budget: Not determined Schedule: Not determined Current status: Awaiting Initial Client Meeting. Numerous Email communications between client Jenny Swaim and UPL regarding scope of work requested. Client evaluating need to include new hardware with new doors - last communication 5/16/18. Scope of work being evaluated by client.. Next step: Finalize scope for estimating							

 denotes "Client Priority Projects"

## Client Projects (by Phase)

<b>ADMINISTRATION</b>	Total Projects: 12	PROGR.: 3	CONSTR.: 2	HOLD_SCOPE: 1
	Total Approved Budgets: \$17,572,244	DESIGN: 3	CLOSEOUT: 1	HOLD: 2

<b>HOLD</b>	<b>2 Projects</b>
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B: = Baseline Date    E: = Estimated Date    A: = Actual Date

Project Num	D = Design Lead C = Construction Lead	Project Name	Project Initiation	Budget Approved	Final Design	Bid Date	Notice to Proceed	Substantial Completion
<b>17-169</b>	D: Sarah Rakestraw C: Burl Sumlin	Samford Hall - 1st Floor, Interior Refurbishments & New Furnishings Status: HOLD Phase:HOLD	5/16/17	B: 8/1/17 E: 5/23/17 A: 5/23/17 \$356,556	B: E: A:	B: 6/6/17 E: 6/6/17 A:	B: 7/20/17 E: 7/20/17 A: 7/20/17	B: 9/18/17 E: 9/18/17 A:
Grp: DES	5/23/18 Sarah Rakestraw	Budget: Remaining Allotment \$119288.58 (\$118,475.71-) Schedule: Project currently on hold Current task: Dr. Leath considering looking for Donors for Bot, until donor is found, do not move forward with BoT. Next step: Once BoT room is approved to order, move forward.						
<b>17-394</b>	D: Sarah Rakestraw C:	RSA Plaza Building - Suite 520, New Furnishings For AU Governmental Affairs Status: HOLD Phase:HOLD	11/9/17	B: 1/2/18 E: 5/2/18 A:	B: E: 3/16/18 A: 3/16/18	B: 3/23/18 E: 3/23/18 A:	B: 3/23/18 E: 3/23/18 A:	B: 3/23/18 E: 3/23/18 A:
Grp: DES	5/23/18 Sarah Rakestraw	Budget: Proposed \$26260.00 Schedule: schedule based on budget approval by client. Current task: Budget approval sent 04.18 for approval, no response as of 05.23 Next step: Upon approval, begin ordering and scheduling furniture with BI						