

TO: **OFFICE OF THE EXECUTIVE VICE-PRESIDENT & AUBURN UNIVERSITY ADMINISTRATIVE GROUPS**
PAT HARRIS, EXECUTIVE ASSISTANT TO THE EXECUTIVE VP, DONALD L. LARGE, JR.

SUBJECT: **MONTHLY CLIENT PROJECT REPORT**

DATE: **11/01/2017**

Please find attached this month's report for all projects specific to your office or department 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
Design and Construction, Program Manager
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ADDITIONAL INFORMATION:

The ADMINISTRATIVE group currently includes all projects that fall within the following offices or departments:

President's Office, Executive VP, CFO/VP for Business & Finance, VP for Research & Economic Development, Assoc. VP for Human Resources, Assoc. VP for Audit & Compliance, Enrollment Services, Secretary to the BOT, University Ombudsperson

However, the **VP & Associate Provost for Student Affairs, VP for Alumni Affairs, VP for Development, Intercollegiate Athletics, Assoc. VP for Auxiliary Services, Assoc. VP for Facilities Management, Auburn Montgomery (AUM), and the Alabama Cooperative Extension System (ACES)** are covered through separate reports issued directly to each of those offices.

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

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

FACILITIES MGMT ADMINISTRATION:

FAC MGMT COMMUNICATIONS:
FAC MGMT EMPLOYEE ENGAGEMENT:
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 Koontz (*communications specialist*)
Barnese Adair-Wallace (*director*)
Margaret Smith (*manager*)
Bob Moseley (*director*), and **Zilun Fan**
Shanda Foster (*manager*)

UNIVERSITY ARCHITECT (OUA):

CAPITAL PROJECTS:
CAMPUS PLANNING & SPACE MGMT:

JIM CARROLL (*University Architect*), and **Barrett Warren** (*OUA coordinator*)
Simon Yendle (*director*)
Richard Guether (*director*)

DESIGN AND CONSTRUCTION:

UNIVERSITY ENGINEER:
DESIGN SERVICES (DES):

CONSTRUCTION MGMT (CPM):
PROJECT SUPPORT / ESTIMATING:

SCOTT FULLER (*executive director*), and **Susan Miller** (*D&C coordinator*)
Mark Aderholdt (*University Engineer*)
Matt Wagner (*asst-director*), **Bob Hix** (*asst-director*),
and **Vanessa Kleypas** (*DES SERV coordinator*)
Mitch Walley (*director*)
Walker Davis (*manager*)

FACILITIES OPERATIONS:

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

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



AUBURN UNIVERSITY

FACILITIES MANAGEMENT

Client Projects (by Phase)

ADMINISTRATION	Total Projects: 20	PROGR.: 7	CONSTR.: 7	HOLD_SCOPE: 0
	Total Approved Budgets: \$14,818,405	DESIGN: 2	CLOSEOUT: 4	HOLD: 0

PROGRAMMING	7 Projects
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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 = Baseline Date E = Estimated Date A = Actual Date								
17-220	D: Benjamin Burmester C:	Campus Wide - Transportation Mode Survey For FY18 Status: PREDESIGN Phase:PROGRAMMING	7/7/17	B: E: A: \$12,000	B: E: A:	B: E: A:	B: E: A:	B: E: A:
Grp: OUA	9/26/17 Benjamin Burmester	Schedule: Kick-off meeting scheduled for 10/19/17 with Parking Services, Transit, and Sustainability. Survey would be sent out 11/6/17. Budget: Budget approved. Budget to cover work for AU professor and grad student. Next Steps: Obtain approval from OIRA. Comments: Project will be gathering data on campus transportation choices and travel patterns to compare to past similar studies.						
17-258	D: Philip Johnson C: Gary Arnold	Quad Center - Suite 005, Investigate Water Seepage & Provide New Carpet Status: ORIG BUDGET APPR Phase:PROGRAMMING	8/9/17	B: 10/12/17 E: 11/8/17 A:	B: E: A:	B: E: A:	B: E: A:	B: E: A:
Grp: DES	10/19/17 Philip Johnson	Budget: Not determined Schedule: Not determined Current Status: Initial Client Meeting (ICM) with Nolan Torbert held. Existing conditions examined. Moisture testing of slab requested and performed . Noland has requested that maintenance check AC operation. Unit replacement being evaluated as work order. Units on order Next step: Final scope of work submitted for carpet replacement 9/21/17						
17-289	D: Margaret Devall C: Gary Arnold	Ingram Hall - 1st, 2nd & 3rd Floors, Interior Refurbishments (Phase II) Status: ORIG BUDGET APPR Phase:PROGRAMMING	9/6/17	B: 11/14/17 E: 11/13/17 A:	B: E: A:	B: E: A:	B: E: A:	B: E: A:
Grp: DES	10/30/17 Margaret Devall	Budget: \$122,500- pending AD approval before sending to client. Schedule: Client requested part of this new project be coordinated with current project 17-104 which cannot start back until the holiday break. Cale and I have met with clients to discuss schedule and new work and it was decided to use IHC rather than sub the work out. JOC is also being considered. Current task: Send budget to client for approval Next step: Prepare review drawings. Set up meeting with Cale and clients to confirm schedule once budget and drawings approved.Order carpet.						
17-297	D: Philip Johnson C: Gary Arnold	Samford Hall - Rm 107N, Renovate & Convert Into Office Space Status: QUICK HIT ESTIMATE Phase:PROGRAMMING	9/12/17	B: 11/14/17 E: 11/21/17 A:	B: E: A:	B: E: A:	B: E: A:	B: E: A:
Grp: DES	10/19/17 Philip Johnson	Budget: Not determined Schedule: Not determined - as soon as possible Current status: Scoping in estimating Next step: Budget preparation and budget to client.						

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PROGRAMMING **7 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	
17-340	D: Philip Johnson C: Gary Arnold	Samford Hall - Rm 107B, Subdivide To Create A New Copy & Storage Room Status: EST SCOPE REVIEW Phase:PROGRAMMING	10/2/17	B: 12/11/17 E: 12/13/17 A:	B: E: A:	B: E: A:	B: E: A:	B: E: A:	
Grp: DES	10/19/17 Philip Johnson	Budget: Not determined Schedule: Not determined - Summer 2018 desired per Burl Sumlin Current status: Scope in development Next step: Complete scope and estimate							
17-343	D: John Lyons C: Gary Arnold	Samford Hall - Suite 011, Reconfigurations To Provide Additional Office Space Status: SCOPING Phase:PROGRAMMING	10/5/17	B: 12/15/17 E: 1/5/18 A:	B: E: A:	B: E: A:	B: E: A:	B: E: A:	
Grp: DES	10/30/17 John Lyons	Budget: To be determined once scope is prepared and estimate is received. Schedule: To be determined once budget is approved. Current Task: 10/18/2017-Scope meeting with client. Next Step: Submit scope to Estimating Dept.							
17-381	D: John Lyons C:	Langdon Annex - 2nd Floor, Renovations For Office Of Sustainability Status: SCOPING Phase:PROGRAMMING	10/30/17	B: 12/8/17 E: 12/8/17 A:	B: E: A:	B: E: A:	B: E: A:	B: E: A:	
Grp: DES	10/31/17 John Lyons	Budget: To be determined once scope is prepared and estimate is received. Schedule: To be determined once budget is approved. Current Task: Schedule scope meeting with client. Next Step: Prepare scope and submit to Estimating Dept.							

DESIGN **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	
17-041	D: Adam Mcmanus C:	Samford Hall - Main East Entrances, Exterior Stair Restoration Status: STUDY Phase:DESIGN	2/2/17	B: 4/18/17 E: 4/17/17 A: 4/17/17 \$8,427	B: E: A:	B: E: A:	B: E: A:	B: E: A:	
Grp: DES	10/30/17 Adam Mcmanus	Budget: In budget - To be increased Schedule: Delays - M&O delays in 2nd repair/Regroup for Contractor Installation Current Task: Construction Mock-up Scheduled for November 29th Next Step: OUA review mock-up for restoration SOW							

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DESIGN	2 Projects
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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
17-145	D: Matthew Wagner C: William Ledbetter	Quad Center - New Card Access System For All Exterior Doors Status: DESIGN Phase:DESIGN	4/25/17	B: 10/2/17 E: 10/6/17 A: 10/6/17 \$114,700	B: 2/9/18 E: 2/9/18 A:	B: 2/20/18 E: 2/20/18 A:	B: 2/27/18 E: 2/27/18 A:	B: 6/27/18 E: 6/27/18 A:
Grp: DES	10/13/17 Matthew Wagner	Budget: In budget. Schedule: Design kickoff meeting scheduled for 10/18/2017. Current Status: Design kickoff meeting. Next Step: Complete 100% Construction Documents for review.						

CONSTRUCTION	7 Projects
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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
14-296	D: James Carroll C: Joshua Conradson	President's Home - Renovation And Expansion Status: CONSTRUCTION Phase:CONSTRUCTION	10/24/14	B: E: 10/31/16 A: \$12,766,921	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: 12/1/17 E: 2/1/18 A:
Grp: CPM	10/16/17 Joshua Conradson	Schedule: Project is scheduled to complete 2/1/2018. Budget: Project is currently on budget. Current Step: Addition - Demo and reframing completed. Rough-in ongoing. Existing House - Interior finishes ongoing. Prepping for painting of brick. Installation of roofing nearing completion. Conservatory - Roof completed. Installing doors. Utilities - Nearing completion, site drainage installation ongoing. Next Step: Complete rough-in in the new residence. Continue with finishes in existing home. Complete exterior at Conservatory.						
15-252	D: Contina McCall C: William Simons	Mary Martin Hall - Stairway Renovations & Improvements Status: CONSTRUCTION Phase:CONSTRUCTION	8/25/15	B: 2/12/16 E: 2/12/16 A: 2/12/16 \$297,796	B: 9/7/16 E: 10/6/16 A: 10/6/16	B: 10/4/16 E: 11/10/16 A: 11/10/16	B: 1/30/17 E: 1/30/17 A: 1/30/17	B: 6/29/17 E: 1/12/18 A:
Grp: CPM	10/16/17 William Simons	This project is being supplemented due to A.G. Dre'Co's failures to adhere to contractual requirements. Budget: Budget revision submitted for additional funding necessary to complete this project. Schedule: Rabren will begin on the remaining scope and needs 12 weeks from NTP to complete this project. Current status: Awaiting approved budget revision and planning work to be minimal impact. Next Step: Issue NTP to Rabren.						
16-133	D: Joseph Ruscin C: Johnny Clark	East Glenn Administrative Complex - Safety & Security Improvements Status: CONSTRUCTION Phase:CONSTRUCTION	3/31/16	B: 11/17/16 E: 11/17/16 A: 11/17/16 \$40,431	B: 4/27/17 E: 4/17/17 A: 4/17/17	B: 5/23/17 E: 4/17/17 A: 4/17/17	B: 4/21/17 E: 4/21/17 A: 4/21/17	B: 11/20/17 E: 11/20/17 A:
Grp: IHC	9/19/17 Johnny Clark	Schedule Behind schedule due to delivery of Simplex materials Budget in budget Current status bollards were installed 9/6/17, Next step Simplex Materials are on site, Visit was made to HR at East Glenn to request start date which was agreed to September 25, 2017 to install remote Command Center						

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CONSTRUCTION	7 Projects
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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	
16-362	D: Philip Johnson C: Daniel Dix	Quad Center - Suite 116 & Room 117, Expand Media Room To Provide Additional Seating Status: BUYOUT Phase: CONSTRUCTION	9/20/16	B: 11/21/16 E: 6/27/17 A: 6/27/17 \$120,000	B: 10/6/17 E: 9/28/17 A: 9/28/17	B: 10/17/17 E: 9/28/17 A: 9/28/17	B: E: 9/29/17 A: 9/29/17	B: E: 1/23/18 A:	
Grp: IHC	9/21/17 Philip Johnson	Budget: Revised budget for new furniture prepared and submitted to client 6/14/17. Schedule: Schedule indicates construction starting Nov. 2017 Current status: 100% documents complete. Next step: 100% estimate in process.							
17-104	D: Margaret Devall C: William Simons	Ingram Hall - 1st, 2nd & 3rd Floors, Interior Refurbishments (Phase I) Status: CONSTRUCTION Phase: CONSTRUCTION	3/16/17	B: 5/31/17 E: 5/31/17 A: 5/31/17 \$118,400	B: 5/31/17 E: 5/31/17 A: 5/31/17	B: 6/20/17 E: 6/20/17 A:	B: 7/24/17 E: 7/24/17 A: 7/24/17	B: 1/5/18 E: 1/5/18 A:	
Grp: CPM	10/16/17 William Simons	Budget: On budget Schedule: Client has requested that the carpet portion be performed during Christmas break due to impacts caused to occupants by this work. A time change order will need to be issued that will extend the completion date from September 11th 2017 to January 5th 2018. Current Task:: All paint is complete. Phasing plan for carpet work is being developed. Also, new project 17-289 which affects the same work areas is being developed to determine what, if any, impacts to each project there will be. Next Step: Discuss new phasing plan for carpet with Client to gain their feedback. Issue a time change order for the extension necessary to complete this work over Christmas break.							
17-169	D: Sarah Rakestraw C: Burl Sumlin	Samford Hall - 1st Floor, Interior Refurbishments & New Furnishings Status: CONSTRUCTION Phase: CONSTRUCTION	5/16/17	B: 8/1/17 E: 8/2/17 A: \$60,000	B: E: A:	B: E: A:	B: E: A:	B: E: A:	
Grp: DES	10/23/17 Burl Sumlin	All carpet and painting has been completed with the exception of room 107N. This room is being converted to an office with a required completion date of 1/1/18 under project 17-297. The only remaining work under this project is the recently added window treatments for the Board Room and replacement of drapes in the President's office that were made incorrectly. The drapes in the President's office are scheduled to be replaced within the next two weeks. The window treatments for the Board Room are anticipated to be here in 4-6 weeks.							
17-237	D: Simon Yendle C: Joshua Conradson	President's Garden Pavilion - Kitchen Expansion Status: CONSTRUCTION Phase: CONSTRUCTION	7/19/17	B: 10/5/17 E: 11/16/17 A: \$106,936	B: E: A:	B: E: A:	B: E: A:	B: E: A:	
Grp: DES	10/17/17 Joshua Conradson	Schedule: Project schedule being determined, anticipated shell completion date of 2/1/18. Budget: Project budget is being developed. Current Step: ABC Drawing Submission and AUFM Page Flip Scheduled for 10/23/17. Next Step: Finish drawings and begin pricing..							

Client Projects (by Phase)

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CLOSEOUT	4 Projects
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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
15-040	D: Kirby Brown C: George Reese	Samford Hall - Building Wide, Installation Of An Outside Air Unit Status: WARRANTY/CLOSEOUT Phase:CLOSEOUT	2/10/15	B: 3/17/15 E: 3/17/15 A: 3/17/15 \$593,000	B: 6/20/16 E: 6/20/16 A: 6/20/16	B: 8/11/16 E: 8/11/16 A: 8/11/16	B: 9/13/16 E: 9/13/16 A: 9/13/16	B: 4/21/17 E: 4/20/17 A: 4/20/17
Grp: CPM	10/24/17 George Reese	Budget: no budgetary issues at this time. Schedule: Construction finished. Current Status: Finalizing owner provided test and balance. Next Step: Complete close-out and close by 11/17/2017						
15-076	D: Contina Mccall C: William Simons	Mary Martin Hall - 1st Floor, Renovate Space For Use By University Scholarships Status: WARRANTY/CLOSEOUT Phase:CLOSEOUT	3/6/15	B: 5/9/16 E: 5/9/16 A: 5/9/16 \$563,584	B: 10/3/16 E: 10/6/16 A: 10/6/16	B: 11/8/16 E: 11/10/16 A: 11/10/16	B: 1/30/17 E: 1/30/17 A: 1/30/17	B: 9/15/17 E: 9/15/17 A: 9/15/17
Grp: CPM	9/22/17 William Simons	This project is substantially complete as of September 15th. Client moved in on September 18th. Some aesthetic punchlist items still need to be completed.						
16-277	D: Matthew Wagner C: Matthew Wagner	Campus Green Parking Deck - 3rd Level, Install A Weather Camera For WVMT Status: FINANCIAL CLOSEOUT Phase:CLOSEOUT	7/21/16	B: 12/16/16 E: 1/10/17 A: 1/10/17 \$4,210	B: 1/11/17 E: 1/11/17 A: 1/11/17	B: 1/18/17 E: 1/18/17 A: 1/18/17	B: 1/19/17 E: 1/19/17 A: 1/19/17	B: 1/29/17 E: 1/29/17 A:
Grp: DES	8/23/17 Matthew Wagner	Budget: In budget. Schedule: Pending. Current Status: Camera was destroyed by lightning two days after installation. WVMT picked up damaged camera on 8/25/17. Next Step: Await decision from WVMT on how to proceed.						
17-068	D: Philip Johnson C: Daniel Dix	Quad Center - Restroom Renovations & Refurbishments Status: WARRANTY/CLOSEOUT Phase:CLOSEOUT	2/22/17	B: 5/8/17 E: 4/7/17 A: 4/7/17 \$12,000	B: E: 4/7/17 A: 4/7/17	B: 4/7/17 E: 4/7/17 A: 4/7/17	B: 4/7/17 E: 4/7/17 A: 4/7/17	B: 12/7/17 E: 10/13/17 A: 10/13/17
Grp: IHC	10/18/17 Gary Arnold	Needed to close project: Close IHC W/O #17-374276.						