

TO: **OFFICE OF AUBURN UNIVERSITY ALUMNI AFFAIRS, AND AUBURN UNIVERSITY OFFICE OF DEVELOPMENT**
GRETCHEN VANVALKENBURG, VP ALUMNI AFFAIRS & EXECUTIVE DIRECTOR OF THE AUBURN ALUMNI ASSOCIATION
JANE PARKER, VP FOR DEVELOPMENT & PRESIDENT OF THE AUBURN UNIVERSITY FOUNDATION

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
(334) 844-9115
berrycd@auburn.edu

ADDITIONAL INFORMATION:

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*)



ALUMNI AFFAIRS AND OFFICE OF DEVELOPMENT

Total Projects: 5
Total Approved Budgets: \$962,491

PROGR.: 2 CONSTR.: 0 HOLD_SCOPE: 0
DESIGN: 1 CLOSEOUT: 2 HOLD: 0

PROGRAMMING

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
17-280	D: Benjamin Burmester C:	Mell Concourse - Commemorative Sculpture For 125 Years of Auburn Women Status: PREDESIGN Phase:PROGRAMMING	8/29/17	B: E: A:	B: E: A:	B: E: A:	B: E: A:	B: E: A:

Grp: OUA

17-355	D: David Baker C:	Alumni Center - Fire Alarm Control Panel Upgrades For South Elevator Renovations Status: SCOPING Phase:PROGRAMMING	10/11/17	B: 1/1/18 E: 1/2/18 A:	B: E: A:	B: E: A:	B: E: A:	B: E: A:
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Grp: DES
10/12/17
Matthew Wagner
PIF assigned to David Baker on 10/12/2017.

DESIGN

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
16-151	D: Sarah Rakestraw C:	Alumni Center - Various Rooms, Interior Refurbishments & New Furnishings Status: DESIGN Phase:DESIGN	4/13/16	B: 5/24/16 E: 5/24/16 A: 5/24/16 \$467,441	B: 3/26/18 E: 3/26/18 A:	B: 4/2/18 E: 4/2/18 A:	B: 7/19/18 E: 7/19/18 A:	B: 7/19/18 E: 7/19/18 A:

Grp: DES
9/22/17
Sarah Rakestraw
Budget:Remaining \$115,248.64
Schedule: no issues
Current task: ordering furniture as needed
Next step: continue to order furniture as requested

Client Projects (by Phase)

ALUMNI AFFAIRS AND OFFICE OF DEVELOPMENT

Total Projects: 5
Total Approved Budgets: \$962,491

PROGR.: 2	CONSTR.: 0	HOLD_SCOPE: 0	
DESIGN: 1	CLOSEOUT: 2	HOLD: 0	

CLOSEOUT

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
15-192	D: Amy Bingham C: Julie Cannon	East Glenn Administrative Complex - Roof Repairs To Front Entrance Area	7/2/15	B: 8/28/15 E: 10/6/15 A: 10/6/15 \$259,000	B: 9/12/16 E: 9/20/16 A: 9/20/16	B: 9/27/16 E: 10/4/16 A: 10/4/16	B: 11/14/16 E: 11/14/16 A: 11/14/16	B: 3/14/17 E: 5/19/17 A: 5/19/17
	Grp: CPM 10/17/17 Julie Cannon	Status: WARRANTY/CLOSEOUT Phase:CLOSEOUT Schedule: NTP- 11/14/16, Substantial Completion- 5/19/17, Estimated Closeout- 11/15/17 Budget: On budget, 87% billed Current Task: Contractor to submit closeout documents. Process final change order and final payment Next Step: Financial Closeout						
16-115	D: Philip Johnson C: Daniel Dix	Alumni Center - 1st, 2nd & 3rd Floors, Renovations For Office Of Development	3/11/16	B: 8/18/16 E: 8/18/16 A: 8/18/16 \$236,050	B: 3/3/17 E: 5/24/17 A: 5/24/17	B: 3/21/17 E: 5/31/17 A: 5/31/17	B: 6/2/17 E: 6/2/17 A: 6/2/17	B: 11/6/17 E: 10/25/17 A: 10/25/17
	Grp: IHC 10/31/17 Gary Arnold	Needed to close project: Close IHC W/O #17-382081						