



FACILITIES MANAGEMENT
DESIGN AND CONSTRUCTION
MEMORANDUM

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: **06/01/2017**

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
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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 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)
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 (campus planner)

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), and **Ben Chapman** (asst-director)
Walker Davis (manager)

FACILITIES OPERATIONS:

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

RON BOOTH (executive director), and **Anne Woodruff** (admin. sup. assoc.)
Bruce Arnold (interim manager)
Dan Whatley (director), and **Bruce Arnold** (asst-director)
Ken Martin (director), and **Malcolm Dailey** (asst-director)
Barnese Adair-Wallace (director), and **Burl Sumlin** (asst-director)



AUBURN UNIVERSITY FACILITIES MANAGEMENT

1161 W. Samford Ave, Auburn University, AL

Client Projects

ALUMNI AFFAIRS AND OFFICE OF DEVELOPMENT

3 Projects

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

Project Num	D = Design Lead C = Construction Lead	Project Name Project Status	Project Initiation	Budget Approved	Final Design	Bid Date	Notice to Proceed	Substantial Completion
16-151	D: Anna Gattlin C:	Alumni Center - Various Rooms, Interior Refurbishments & New Furnishings Status: PURCHASING	4/13/16	B: 5/24/16 E: 5/24/16 A: 5/24/16 \$249,441	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	5/24/17 Anna Gattlin	Budget:Funded: \$228,511.38; Remaining: \$164,923.23 Schedule: no issues Current task: ordering furniture as needed Next step: continue to order furniture as requested						
16-115	D: Philip Johnson C: Gary Arnold	Alumni Center - 1st, 2nd & 3rd Floors, Renovations For Office Of Development Status: TRANSFER CONST	3/11/16	B: 8/18/16 E: 8/18/16 A: 8/18/16 \$236,050	B: 3/3/17 E: 5/9/17 A:	B: 3/21/17 E: 5/23/17 A:	B: 4/20/17 E: 5/12/17 A:	B: 9/7/17 E: 9/15/17 A:
Grp: DES	5/30/17 Philip Johnson	Budget: Approved. NZ prepared and submitted for revised scope. Schedule: Current schedule adjusted to reflect design changes made by client. Current status: 100% documents complete, 100% complete 5/30/17, submitted for design approval. Next step: Transfer to IHC						
15-192	D: Amy Bingham C: Julie Cannon	East Glenn Administrative Complex - Roof Repairs To Front Entrance Area Status: WARRANTY/CLOSEOUT	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: 5/19/17 E: 5/19/17 A: 5/19/17
Grp: CPM	5/22/17 Julie Cannon	Schedule: NTP- 11/14/16, Substantial Completion- 5/19/17, Estimated Closeout- 11/15/17 Budget: On budget, 87% billed Current Task: Contractor is working on punch list items and gathering closeout documents Next Step: Financial Closeout						

