

CHA Activities April 2022

- Oversight of completion Phase 1 items
 - Punchlist – FFE – Commissioning
 - Collaboration with design team and Skanska on lighting control issues
 - Collaboration with design team and Skanska on locker procurement
- Budget Update
 - Contingency Refresh – Total Cost Exposure
- Communication and Coordination with School Administration and Staff
- PCO, Allowance Expenditure and Proposal Request Review
- Requisition Review and Reconciliation
- Collaboration with the design team and Skanska to resolve potential issues
- Coordination of work over Summer Vacation
- Coordination of Solar PV panel procurement and installation
- Oversight of Site and Building Phase 2
 - Site Utilities / Building MEP-FP
 - Roadway
 - Locker rooms
 - Structural Steel
 - Concrete Slab Placement
 - Framing interior and exterior walls

P+W Activities April 2022

- In person representation on site (4 days/week).
- Weekly field observation reports issued.
- Attended weekly meetings with Town Facilities Director.
- Attended weekly change review meetings.
- Reviewed and responded to 24 change order requests, a total value of appx. \$450K.
- Review for design solutions that offer scope and cost reductions.
- Attended weekly meetings with HS administration.
- Responded to 20 requests for interpretation (RFI's).
- Reviewed and responded to 22 submittal and shop drawing packages.
- Issued 20 drawing revision packages (ASI's, PR's, CCD's).

Skanska Activities April 2022

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70 YEARS
1952-2022

- Project Management
 - Procure material for upcoming construction activities (door frames, overhead doors, casework, chilled beams)
 - Schedule/sequence façade, interior and site construction activities
 - Updated phasing plan based upon feedback from school administration
 - Reviewed and processed subcontractor payment applications
 - Processed/Reviewed 25 RFIs
 - Attended weekly facilities, school dept and OAC meetings
 - Planned, coordinated and shared (with CHA, PW and school dept.) level 1 locker room turnover plan
- Field Supervision
 - Coordinated deliveries such as roofing – received 20 trucks of roofing material over 5 days
 - Coordinated sequencing of subcontractors
 - Safety focused kick-off meetings for re-mobilized subcontractors / review of construction work plans
 - Punch List / Owner Issues List / April Vacation work plan
 - Quality control – First in-place inspections
 - Commissioning Assistance/Coordination with subcontractors
- Change Order Management
 - Created rough order of magnitude estimates for 18 change directives
 - Discussed/coordinate constructability of upcoming changes
 - Coordinated changes with subcontractors/ facilitated meetings with subcontractors and design team on complicated changes
 - Reviewed and processed subcontractor change requests and change orders
 - Created prime contract change orders
 - Reviewed upcoming changes for construction sequencing or material changes that provide cost savings
 - Attended weekly cost review meetings
 - Update and maintained Total Exposure Log
 - Created rough order of magnitude estimates for landscaping contingency refresh items
- Skanska Project Team attended **74** meetings in the month of April