



295 Bendix Road, Suite 340  
Virginia Beach, VA 23452  
Ph. 757.533.9368

October 5, 2018

Mr. Michael Stallings, Town Manager  
**TOWN OF WINDSOR**  
8 East Windsor Blvd.  
Windsor, VA. 23487

### **NEW WINDSOR TOWN CENTER: MONTHLY REPORT #6**

Dear Mr. Stallings,

The following is our project report of the construction activities occurring at the New Windsor Town Center project during the month of September 2018.

#### **General:**

As we reported last month, production at the project site has been seriously impacted by the delay in securing permanent electric power from Dominion Virginia Power. This delay has moved the date for Substantial Completion from September 14 to early November.

However, I am pleased to report that yesterday evening, October 4<sup>th</sup>, DVP installed the new electrical service and the facility is now operating on permanent power. The general contractor, A. R. Chesson is checking the local voltages today and Trane mechanical is scheduled to be on site next Monday for a factory start-up of the HVAC system.





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With the installation of permanent electrical power, the project should finish up fairly quickly. The contractor will install temporary filters within the mechanical units and start to climate condition the building. Once the facility has been properly conditioned and the flooring material has been acclimated to the new climate, the flooring subcontractor, Cherry Carpet, will start installing the floor tiles. We anticipate the conditioning to take about four days, so the flooring installation should commence either Friday, 10/12 or the following Monday.

Concurrent with the floor installation, the new doors arrived on site yesterday and they will start to be installed next week along with the associated hardware. We are also happy to report that Charter Communications have completed the installation of the new telephone line to the building. This will allow the fire alarm subcontract to finish their work and the audio-visual and I.T. subcontractors to complete their installation.



The contractor is currently storing all of the architectural casework at the manufacturer's facility and will install the new woodwork in the building once the climate conditioning is stabilized. We anticipate the casework to be delivered the week of October 15 and for installation to take only two days.

The contractor has painted the metal track for the hanging acoustical panels in the gymnasium and will be installing the track on Monday. The acoustical panels were



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delivered pre-finished and will be installed after the tracks are secured. We anticipate all of the panels to be installed with ten working days.

Completed and/or current construction activities for this period:

- Painting is approximately 95% complete.
- Underground electrical primary service was installed.
- Underground telephone service was installed.
- The permanent power is now on.
- I.T. and AV work is approximately 50% completed.
- Drinking fountains were installed but are not yet operational.

Major tasks for the next month:

- Factory start-up of the HVAC system
- Condition building
- Finalize work by audio/visual and I.T. subcontractors.
- Install flooring
- Install doors and hardware
- Energize the electrical system and check for issues.
- Install architectural casework
- Install all plumbing fixtures

Financial Update:

The construction contract executed with A. R. Chesson is in the amount of \$1,120,833.00 and reflects a value engineering deduction of \$277,167.00 from their original bid amount of \$1,398,000.00.

Original Contract Amount:	\$1,120,833.00
Change Order # 01	26,022.71
Change Order # 02 (credit)	7,201.08
Change Order # 03	10,497.47
New Contract Amount:	\$ 1,150,152.10

Potential Change Orders (PCO):

- PCO # 13: Signal Boosting System (credit) Pending



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- PCO # 15: Remove Gymnasium Door to Reception Pending
- PCO # 17: Bottle Filing Station: \$1,534.07

Schedule Update:

The contractor's submitted schedule shows Substantial Completion on 11/2/18 based electrical power being energized on October 4. The project is technically behind schedule, but this delay was due to factors beyond the control of the contractor.

Conclusion:

Now that permanent power is on at the facility the contractor no longer has any impediments to delay the completion of the project. All of the long-lead items have been delivered and all of the climate conditioned components have been manufactured and are ready for delivery.

Please let me know if you have any questions or comments.

Respectfully Submitted,

*B V Camden*

Brian V. Camden  
Program Manager

Pictures attached





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