



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

December 11, 2018

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

NEW WINDSOR TOWN CENTER: MONTHLY REPORT #8

Dear Mr. Stallings,

The following is our project report of the construction activities occurring at the New Windsor Town Center project during the months of November and early December.

The general contractor, A. R. Chesson, achieved Substantial Completion of the project on November 15, 2018. This is the date that the architect considered the facility ready for occupancy and suitable for its intended use. The initial punch list inspection was conducted on November 1 and the deficiency list was forwarded to the contractor and subcontractors on November 6. The subcontractors started working on the punch the next day and when the facility was inspected again on November 15, it was noted that the work to correct the punch list items had progressed sufficiently to allow for Substantial Completion.

At this time the punch list work is approximately 95% complete. The Town is able to utilize the facility and the biggest issue impacting the project is the balancing of the mechanical system. As you are aware, the temperature in the gymnasium during the Breakfast with Santa event on December 1, was too warm and necessitated the opening of the exterior doors. Since then, Trane has come back to the site and adjusted the set points and monitored the system controls. Trane was on site again today getting prepared for a meeting with the architect and engineer scheduled for tomorrow, December 11. The main problem appears to be located in the controls and the sequence of operations for RTU-05 and RTU-06 servicing the gymnasium. However, Trane and the engineer will perform a complete system test and operations sequencing tomorrow to identify any other issues. We should note that problems with the mechanical systems of any new facility is commonplace, and we do not believe there are any inherent deficiencies in either the design or installation of the mechanical equipment.



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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 # 15: Remove Gymnasium Door to Reception	Credit
• PCO # 16: Acoustic Ceiling Changes	Credit
• PCO # 17: Bottle Filing Station:	\$1,534.07
• PCO # 19: Additional Hardware on Existing Doors	\$1,272.07
• PCO # 20: New Exterior Light Fixture	\$ 223.35
• PCO # 21: Touch up Exterior paint at gym roof:	\$ 288.66
• PCO # 22: Provide and Install Town Seal at Front Door	\$ 3,176.71
• PCO # 23: Flooring Adhesive due to high moisture	\$9,340.42*
• PCO # 24: Install Exterior Light Fixture	\$ 223.35
• PCO # 25: Metal Rack Suspend Acoustical Baffles	\$ 6,346.77
• PCO # 26: Window shade in Kitchen Storage	\$ 411.98
• PCO # 27: Overtime work for carpet installers	\$ 408.53

Some of the PCO's listed above will be negotiated down and others may simply go away during final contract negotiations. PCO # 23 is currently being disputed. The contractor has submitted their monthly payment application dated November 30, 2018 with an amount due of \$52,753.37. After payment of this application there will be \$62,988.04 remaining on the original contract amount. This does not include the outstanding PCO's. At this time, the architect has not approved the current billing and is waiting on the final mechanical resolution.



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Conclusion:

While the project has achieved Substantial Completion, it has not reached the level of completeness to achieve Final Completion. Punch list deficiency corrections are still on going, the Owner training is not yet fully completed, the mechanical system still needs to be performing at 100%, and the issue of repairing the gymnasium is still unresolved. However, the facility is currently being utilized by the Town and the small number of items still unresolved do not pose a determinant to the continued usage.

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

Respectfully Submitted,

B V Camden

Brian V. Camden
Program Manager



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