

# Construction Project Status Report

**Project Title:** Robin Hill Road – Phase 2

**Project Manager:** Dan Underwood

**Architect:** Paul Poirier

**Report Date:** June 5, 2024

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## 1. Executive Summary

The Robin Hill Road 2<sup>nd</sup> Phase is progressing as planned. As of this reporting period, the project is on the expected schedule. Key milestones are identified below as well as potential issues and concerns.

## 2. Project Overview

- **Start Date:** November 15, 2023 – Contract signed with Paul Poirier
- **Expected Completion Date:** December 31, 2024
- **Budget:** TBD
- **Spent to Date:** \$98,404.74
  - Paul Poirier + Associates Architects: \$89,452.99
  - Underwood Management Resources, Inc \$3,644.50
  - City of Goleta \$4,108.00
  - SB County Fire \$536.00

## 3. Milestones:

### Achieved

- **Cornerstone tenant design signoff**
- **Plan Check**
  - a) Submitted to City of Goleta: February 22, 2024
  - b) Comments received back from City: May 15, 2024
  - c) Response to Comments resubmitted: Estimated date of May 31, 2024
  - d) Expected completion of plan check: June 30, 2024

- **Bidding Process**

Put out to bid: Commenced mid-February by Schipper Construction

Status of:

*Most of the bids are in with 2 -3 bidder, unfortunately the high dollar bids such as the HVAC currently have one bid. Expanding the geographical area to include Ventura and Santa Maria and SLO to try to get more bidders. Speculating that the others who declined to bid did so for either resource/scheduling conflicts, might assume Smith is preferred contractor, or due to prevailing wage requirement.*

- **Upcoming Milestones**

- a) Final cost estimate – June 14, 2024 – waiting for additional bids, but do have an estimate of what the cost will be.
- b) Upon completion of the bidding process, execute a contract with Schipper Construction – estimate mid June.
- c) Return of 2<sup>nd</sup> plan check from City of Goleta – estimating June 30, 2024

#### 4. Issues, Risks, and Concerns

**Issue:**

- a) Difficulty in getting bids for the major trades.
  - **Impact:** Potential delayed start if still trying to get bids after plan check completion and permits issued.
  - **Action:** Currently receiving bids for different parts of the job from local firms. As well as expanding the geographical area of vendors to include Ventura and Santa Maria SLO areas.

**Risks:**

- a) Delayed starting – estimating start of construction mid-July, 2024, There is a risk that the City of Goleta takes a long time to do the second plan check and issuing permits than the expected 30 days.
  - **Mitigation:** Not in our control.
- b) Completing the bidding process. Part of the bidding process is to review and reconcile the material differences in the various bids. This process requires reviewing the details of each bid and reaching out to the various vendors and getting a response. This process also will entail locking in the vendors to the bids.
  - **Mitigation:** Currently has been addressed with the project manager and is in process of being resolved.

**Concerns:**

- a) Logistical aspects of the construction. Where portable trailers and bathrooms will be located during the construction and the impact to the tenants.
  - **Mitigation:** Currently has been addressed with the project manager.

#### 5. Comments and Recommendations

The project is progressing well and as expected, with all critical path activities on track. Regular monitoring and proactive issue resolution have been key to maintaining the schedule and budget. Continued focus on the bidding process and second plan submissions.