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Name: Ashford Park Elementary School

Date Time: June 21, 2024, 8:30 AM

Project Name/Number: 20236 – HVAC Systems Replacement

Principal: Tonya Freeman

School Contact: Tonya Freeman

Regional Superintendent: Melanie Pearch

Project Manager: Kendra Cowan

Architect: Corgan

Contractor: Winter

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### Scope of Work:

- Replacement of HVAC system throughout the building.
- Replace light fixtures with LED fixtures.
- Replacement of windows, ceilings, doors, and door hardware throughout the building.
- Fire Alarm system replacement and electrical upgrades.
- Renovations to Administration area. Miscellaneous flooring replacement and painting
- Construction of a security vestibule at the main entrance of the school.
- Improve site storm drainage. [00]

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**Project Construction Budget:** \$10,000,000.00

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### Project Schedule:

- Architect/Engineer Procurement – November 7, 2023
- Contractor Manager at Risk Procurement – November 9, 2023
- Design & CMAR Notice to Proceed – April 19, 2024
- Assessment Report Completion: July 19, 2024
- Schematic/Design Development – August –Oct 2024
- DCSD Review Oct 5-18
- 95% Construction Documents Complete- Feb 28, 2025
- DCSD Review and Cost approval – March 2025
- Construction Start – Summer 2025
- Construction Complete – Spring 2026

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### Previous Quarter Narrative:

Last Quarter Narrative (January, February, and March 2024) – Architect and CMAR awarded contract by the Board of Education.

**Next Quarter Narrative:**

Next Quarter Narrative (April, May, and June 2024) – Design of HVAC Replacement and other Scope items.

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**Project Status/Update:**

- Pre-design work has started. The Architect and engineering team conducted onsite preliminary investigations. PM provided existing construction document to Corgan to start developing the project scope.
  - PM ensured Corgan has the latest DCSD guidelines for the project, which they are using the latest version.
  - PM met with Corgan to discuss the additional scope items, that was not of the original scope. It was determined, it would be listed in the project as optional scope items. See items below:
    - Fire Sprinkler System will be addressed as a potential scope item. Initially it was removed from the scope. However, from a functionality and cost perspective, it is proposed to install the system while HVAC and ceiling tile is being removed. Without a Fire Sprinkler System in place, additional fire-rated walls and fire damper will be required to ensure the building is up to fire code.
    - Signage will be addressed as a potential scope item. Currently, classroom signage will be removed when the ceiling tile is replaced. It proposed to place classroom signage on the wall adjacent to the classroom.
    - Restrooms will be addressed as a potential scope item.
  - June 21,2024. PM met with Corgan at Ashford Elementary to visually review scope items.
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**4-Week Look Ahead:**

- Architect to submit Assessment Report for DCSD review, week of July 19, 2024.
  - PM will schedule a meeting with Richard Boyd and team to review the Assessment report.
  - The Structural Team is scheduled to investigate settlement issues in the classrooms on July 8 at 9AM.
  - Asbestos testing will be scheduled, the date has not been determined yet.
  - The team will start meeting on a bi-weekly basis to discuss the status of the project. The team includes Corgan, Winters Construction, and the Project Manager.
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**End**