

[CLIENT LOGO]

[PROJECT NAME]
[PROJECT CITY, STATE]



PROGRESS REPORT #
[REPORT DATE]

A Job Coordination Meeting was held on Wednesday, August 22, 2018 at 10:00AM in the jobsite field office. Meeting participants were:

Attendee	Company	05/17	06/21	07/19	08/22	09/19
	THE G.C. Construction	X	X	X	X	
	THE G.C. Construction			X	X	
	THE G.C. Construction	X	X			
	THE G.C. Construction	X	X	X	X	
	THE G.C. Construction	X				
Nicholas Kappitt	Draper & Associates	X				
*Matthew Handal	Draper & Associates	X	X	X	X	
Meeting #		3	4	5	6	7

***Report Author**

The primary purpose of each JCM is to review progress and project/plan for the following weeks of construction. As such, the subcontractor representatives attending this meeting must have the authority to make commitments to support the building schedules. In addition, each representative must be familiar with each aspect of their construction and be able to discuss availability, lead times, and status of their work from shop drawing submission to closed permits.

The next monthly Job Coordination Meeting will be held **Wednesday, September 19, 2018 at 10:00 AM** in the jobsite conference room. **All active and near active subcontractors are required to attend. Subcontractors representatives need to be prepared to make time related commitments. Please arrive early to ascertain the status of your work.**

MTG #	DATE	LOCATION	STATUS	REPORT #
1	03/21/2018	Onsite	COMPLETE	1
2	04/18/2018	Onsite	COMPLETE	2
3	05/17/2018	Onsite	COMPLETE	3
4	06/21/2018	Onsite	COMPLETE	4
5	07/19/2018	Onsite	COMPLETE	5
6	08/22/2018	Onsite	COMPLETE	6
7	09/19/2018	Onsite		7
8	10/03/2018	Onsite		8
9	10/17/2018	Onsite		9
10	10/31/2018	Onsite		10
11	11/14/2018	Onsite		11
12	11/28/2018	Onsite		12
13	12/12/2018	Onsite		13
14	12/26/2018	Onsite		14
15	01/09/2019	Onsite		15
16	01/23/2019	Onsite		16
17	02/06/2019	Onsite		17
18	02/20/2019	Onsite		18
19	03/06/2019	Onsite		19
20	03/20/2019	Onsite		20
21	04/03/2019	Onsite		21
22	04/17/2019	Onsite		22
23	05/01/2019	Onsite		23
24	05/15/2019	Onsite		24
25	05/29/2019	Onsite		25
26	06/12/2019	Onsite		26
27	06/26/2019	Onsite		27
28	07/10/2019	Onsite		28

PROGRAM OVERVIEW

[PROJECT NAME] is in the heart of Downtown {PROJECT CITY}, just two blocks from City Place. [PROJECT NAME] is a lifestyle brand that aims to embrace local elements in its design and menus and thereby provide guests with authentic and unique local experiences. The property will span 14 floors and feature a gym, transfer lounge, 5,000 sq. ft. of event space, a rooftop pool and bar lounge, and a lobby level restaurant café. The hotel will provide several complimentary amenities, including mobile check-in, bicycles, WiFi, breakfast, and evening tastings of local beer, wine, and spirits. Located less than five miles from Palm Beach International Airport, the property's central location is near shopping centers, restaurants and entertainment.

[PROJECT NAME] developer is [DEVELOPER NAME], the contractor is [G.C. NAME], and the Architect is [ARCHITECT NAME]

REPORT BASIS

A Job Coordination Meeting (JCM) was held on 08/22/18 in the [G.C. NAME] Field Office, on site in {PROJECT CITY}, FL. The primary purpose of this meeting was to review, the current status of the project, and update the Near Term Schedule. The basis of this report is the Summary Project Schedule (SPS) dated 12/12/17 and the Near Term Schedule (NTS) dated 07/19/18. The meeting discussions and the observations gained in the project status inspection on 08/22/18. The Near Term Schedules and Action Items (AI) dated 08/22/18 reflect discussions/agreements of the meeting as derived from the notes and memory of the writer.

GENERAL INFORMATION:

The Notice to Proceed (NTP) for [PROJECT NAME] was received on 12/13/17, the Contract Start Date is 12/26/17. All construction progress reporting contained within this report is based on the Baseline Summary Project Schedule (SPS) dated 12/12/17. Based on the current level of construction progress observed during the 08/22/18 job walk and discussion with the project team, the overall project is tracking approximately 49 calendar days behind the Baseline SPS based on 1st window deliveries and is tracking approximately 79 calendar days behind the Baseline SPS based on sitework delays, please refer to the revised SPS dated 06/21/18, statused on 08/22/18 and the project Trend Chart dated 08/22/18.

PROJECT STATUS SUMMARY:

Structure:

- Level 7 Pour B was cast on 07/23/18.
- Level 8 Pour A was cast on 07/27/18.
- Level 8 Pour B was cast on 07/31/18.
- Level 9 Pour A was cast on 08/03/18.
- Level 9 Pour B was cast on 08/07/18.
- Level 10 Pour A was cast on 08/10/18.
- Level 10 Pour B was cast on 08/14/18.
- Level 11 Pour A was cast on 08/17/18.
- Level 11 Pour B is being cast today 08/22/18.
- Shoring has been stripped and removed up to the 4th floor and is being stripped on the 5th floor.
- Masonry has been completed on the 2nd floor and is prepped for grouting. Masonry and crash walls are in progress on the 3rd floor.
- Electrical underground roughs have been completed at the MEPF rooms and FP&L Vault.
- Plumbing underground roughs are in progress at the MEPF rooms and FP&L Vault.
- Reshores have been removed up to the 7th floor.
- Plumbing risers are being installed up the 4th floor.

ESTABLISHED/ONGOING DELAYS:

██████████ Precast Building Trim Property Line Encroachment:

- 03/21/18: The exterior precast building trim of the neighboring property (██████████) is encroaching the project's property line and has the potential to delay the forming of the level 2 deck pour A scheduled for 04/03/18. [G.C. NAME] needs a logistics plan and schedule for the demolition in order to determine if there are any potential impacts prior to 04/03/18.
- 04/18/18: [G.C. NAME] is coordinating with ██████████ for building trim to be removed by 04/19/18.
- 05/17/18: Building trim has been removed, total impact to TCO = 2WD's (2CD's).

Rev 5:

- 03/21/18: Rev 5 was received on 04/18/18, [G.C. NAME] has issued to the subs for review/pricing.
- 05/17/18: [G.C. NAME] has received pricing and is reviewing for submission to the Owner by 05/18/18.
- 06/21/18: Rev 5 Change Order was submitted to the Owner on 06/01/18 for review and approval, Rev 5 has not been permitted. [G.C. NAME] needs direction to proceed to level 6 per permitted plans or per Rev 5.
- 07/19/18: Rev 5 comments have been received from the City and will be addressed in Rev 6 which is expected to be submitted by 07/24/18.
- 08/22/18: [G.C. NAME] received Rev 6 on 08/22/18 and is reviewing/pricing, Rev 6 has been submitted to the City for permitting. [G.C. NAME] is building to Rev 5, Rev 5 Change Order has not been approved and Rev 5 has not been permitted.

Rev 6:

- 08/22/18: [G.C. NAME] received Rev 6 on 08/22/18 and is reviewing/pricing, Rev 6 has been submitted to the City for permitting.

Window Submittals/Procurement:

- Windows have not been released (scheduled for 04/12/18) due to comment on shop drawings stating refer to Rev 5. Rev 5 was received on 04/18/18.
- 05/17/18: Revised shops per Rev 5 were received on 05/15/18, [G.C. NAME] is reviewing and will submit by 05/21/18.
- 06/21/18: Windows were released for fabrication on 06/08/18 and has a 16 week lead time which results in a 12 week delay to the 1st delivery and a 7 week delay to project TCO, please refer to the revised SPS issued 06/21/18.

Slab Submittals:

- Levels 2-6's previously approved shop drawings will need to be revised and resubmitted based on Rev 5.
- 05/17/18: Shops have been revised and resubmitted per Rev 5.

Sitework:

- Sitework was scheduled to commence per the baseline schedule on 06/04/18. As of 08/22/18 sitework start is pending approval of the Rev 5 Change Order and permitting of the Sanitary Sewer design.

POTENTIAL DELAYS:

FP&L Ductbank:

- 08/22/18: FP&L ductbank not located as plans indicate, an additional ~250ft of ductbank needs to be installed. Viking to commence work on 08/27/18.

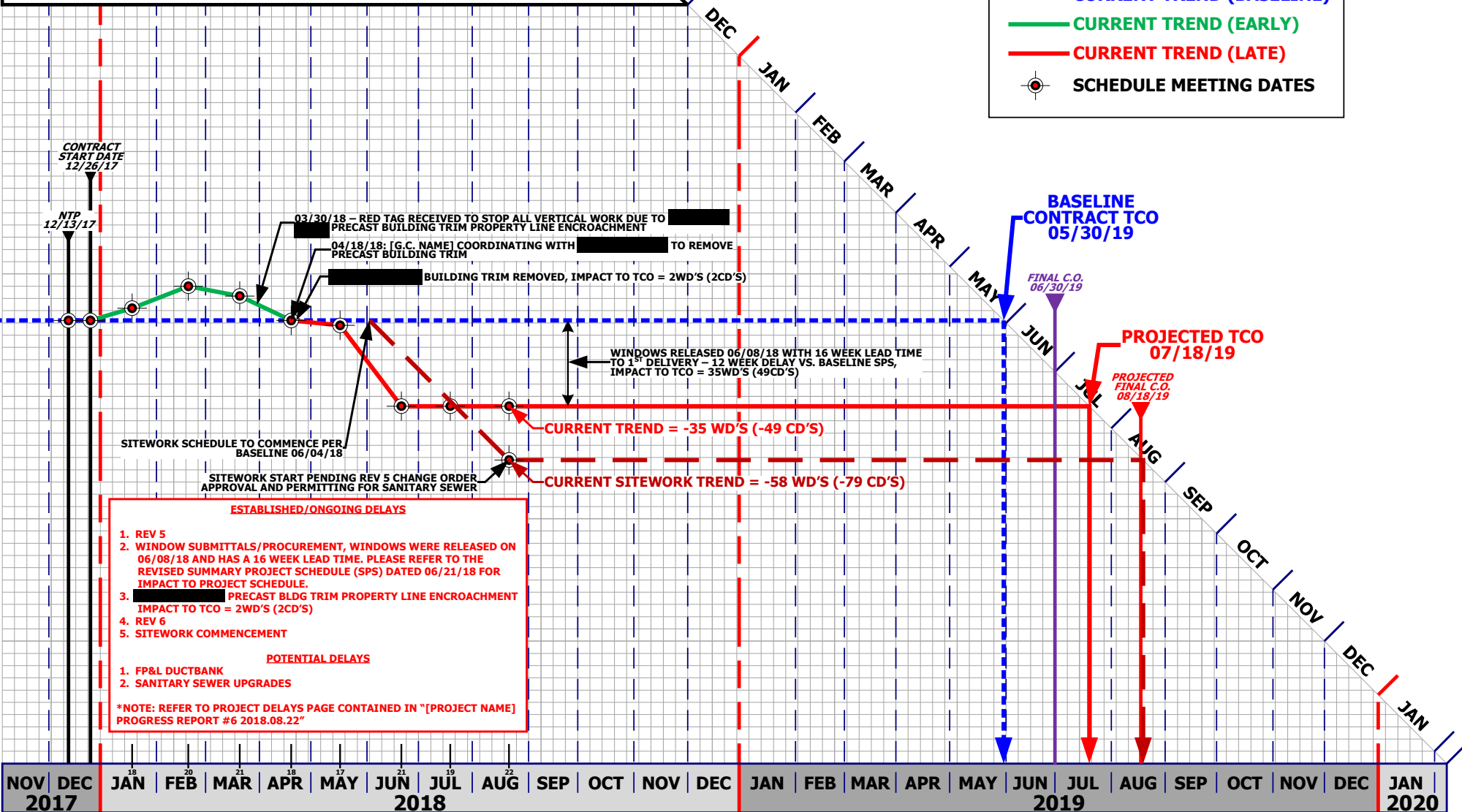
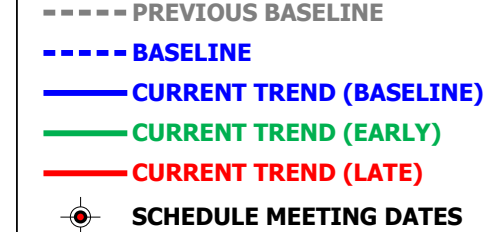
Sanitary Sewer Upgrades:

- 08/22/18: The City is requiring ~210ft of existing sewer lines to be upgraded to service the project. [G.C. NAME] is scheduling the work to commence in 3-4 weeks.

Kitchen Equipment:

- 08/22/18: Need Owner Sub selection. Need to coordinate and incorporate kitchen equipment drawings. [G.C. NAME] is proceeding per coordinated underground drawings.

OWNER CONTRACT OVERALL PROJECT TREND



NOTE:

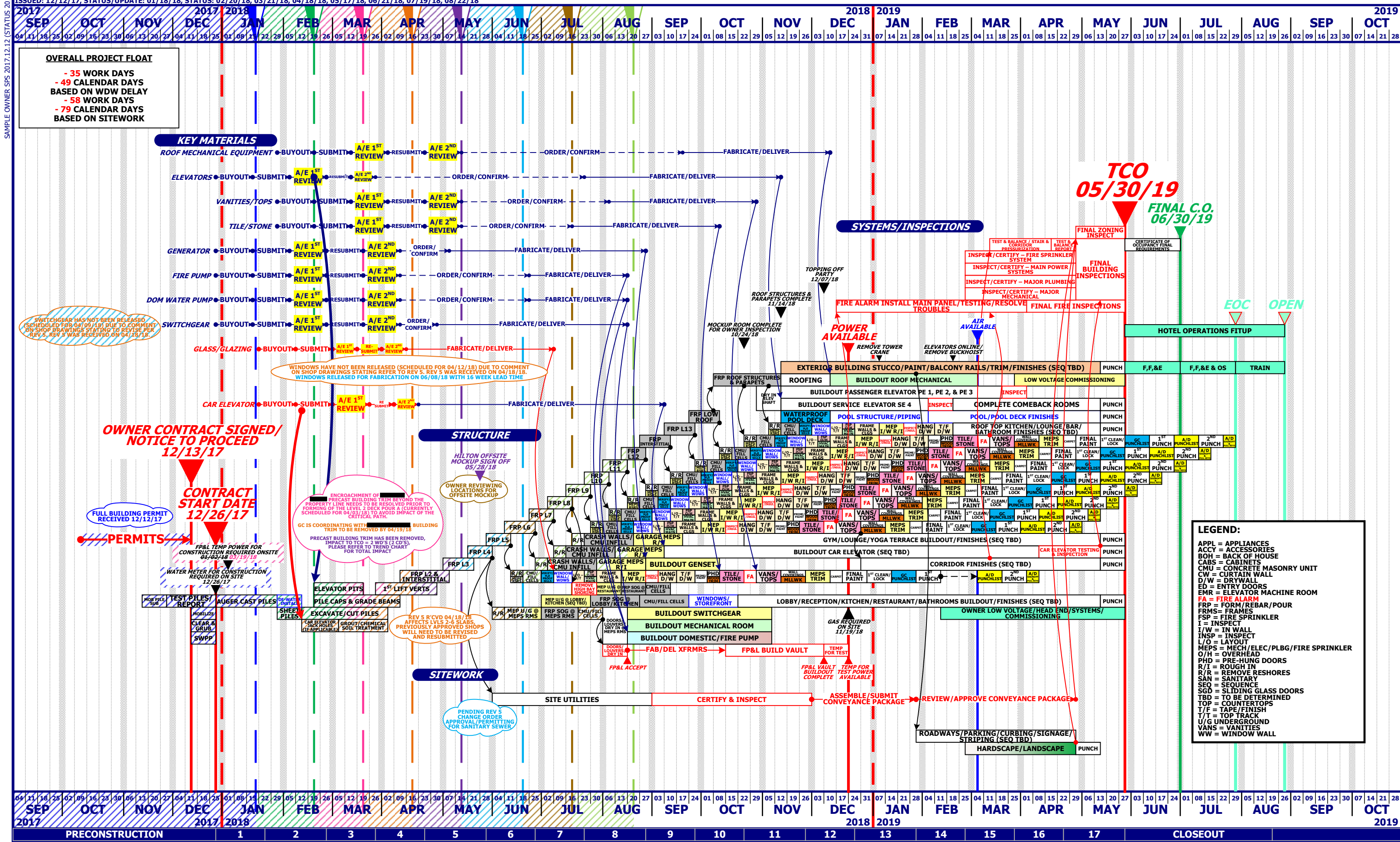
- THE CURRENT PROJECT TREND REFLECTS THE DELAYS THAT HAVE IMPACTED THE PROJECT TO DATE
- PROJECTED END DATES ARE BASED ON REMAINING ACTIVITY DURATIONS FOR COMPLETION OF THE PROJECT AND DO NOT ACCOUNT FOR ONGOING AND POTENTIAL DELAYS.

SAMPLE OWNER SPS 2017.12.12 (STATUS 2018.08.22).vsdx

OWNER CONTRACT – EXHIBIT F

PROJECT NAME

PROJECT CITY, STATE



SAMPLE OWNER SPS 2017.12.12 (STATUS 2018.08.22).vsdx

SAMPLE SPS 2018.09.07.vsd.x

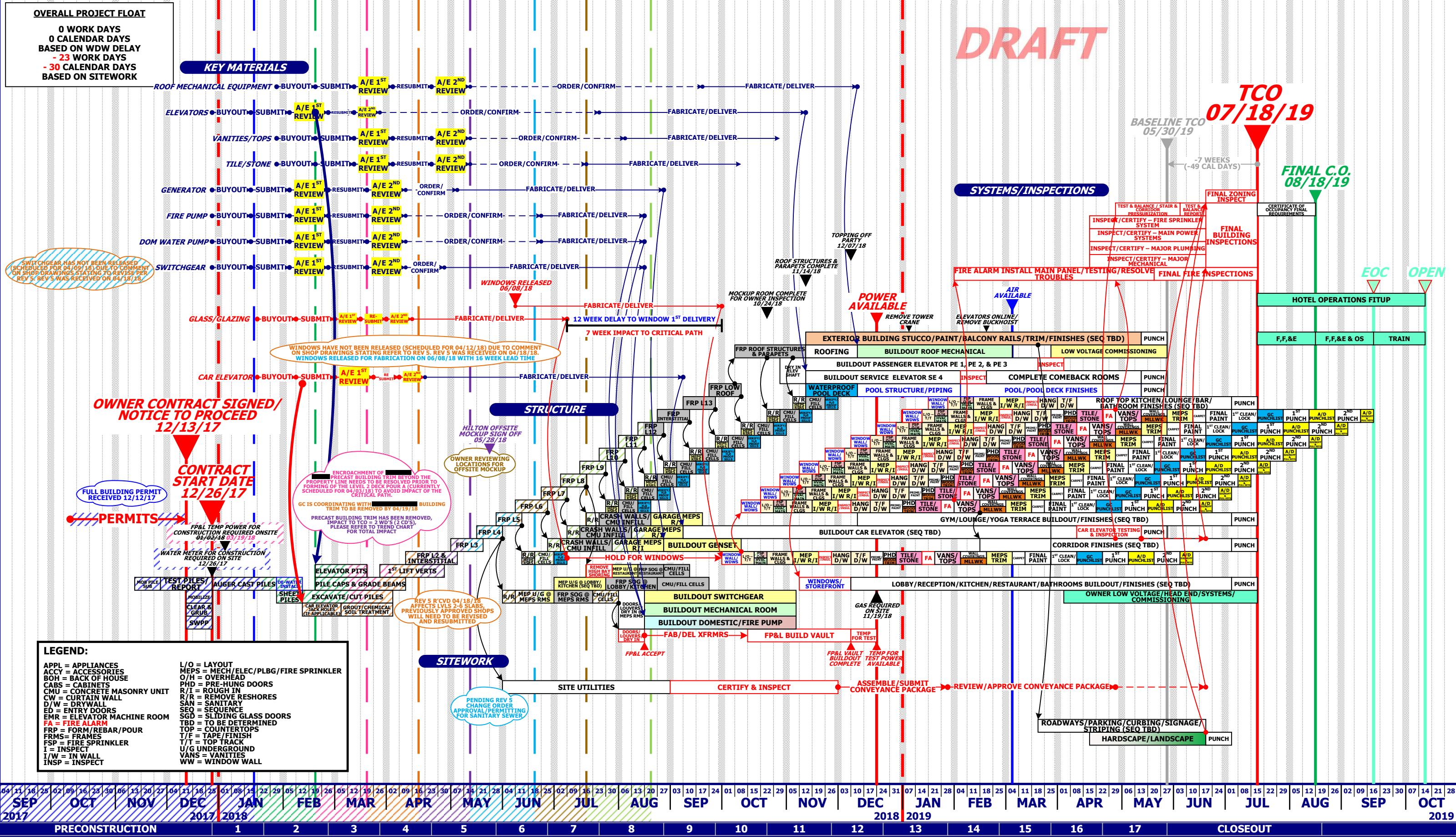
OWNER CONTRACT – EXHIBIT F – REVISED

PROJECT NAME
PROJECT CITY, STATE

SUMMARY PROJECT SCHEDULE
ISSUED: XX/XX/X, STATUS/UPDATE: XX/XX/XX, STATUS: XX/XX/XX, REVISED: XX/XX/XX, STATUS: XX/XX/XX



OVERALL PROJECT FLOAT
0 WORK DAYS
0 CALENDAR DAYS
BASED ON WDW DELAY
- 23 WORK DAYS
- 30 CALENDAR DAYS
BASED ON SITEWORK

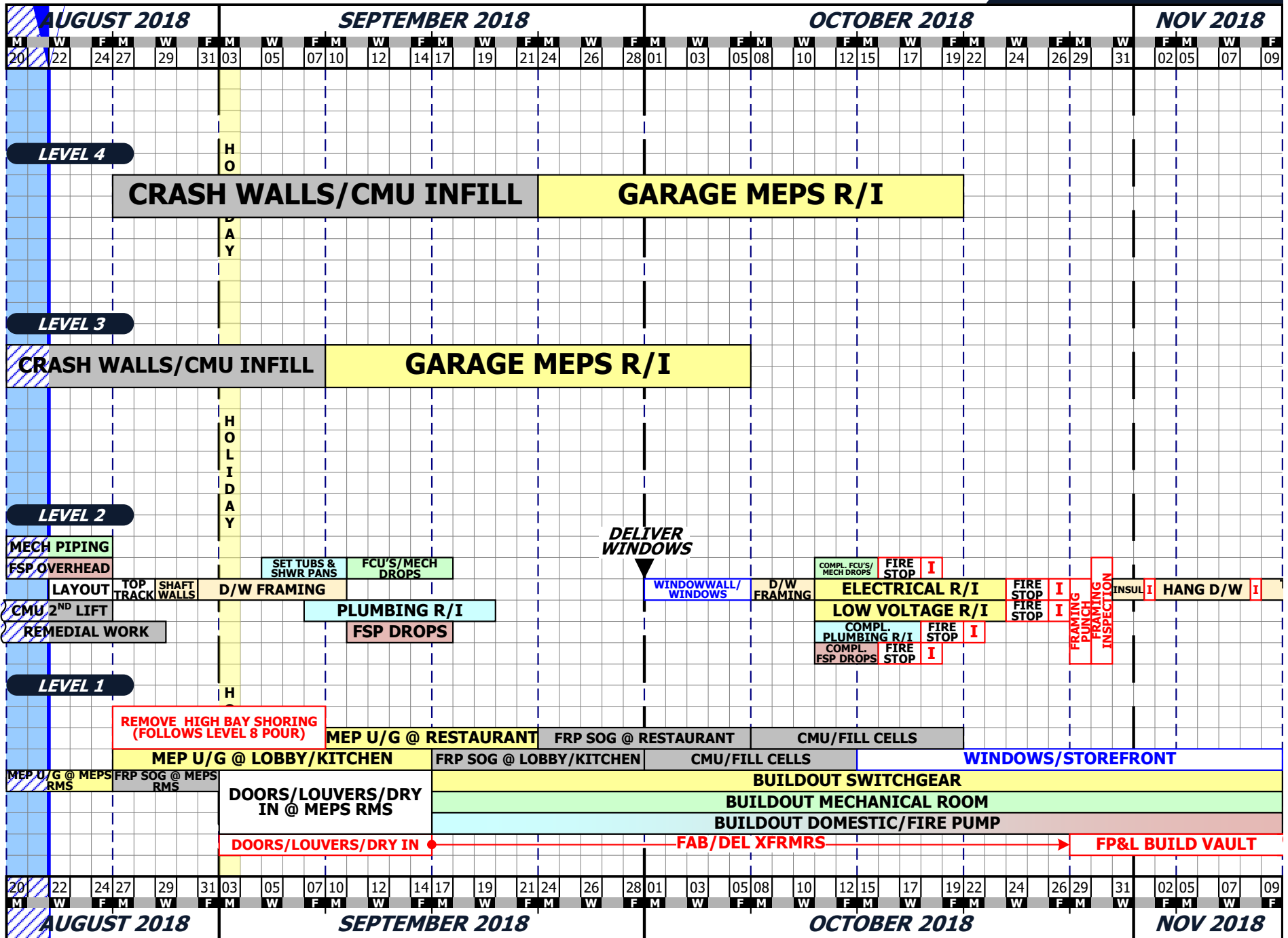


THIS IS A SUMMARY SCHEDULE, PRESENTED AS A WEEKLY TIME SCALED NETWORK LOGIC DIAGRAM, A FORM OF CPM WHICH EASES ILLUSTRATION OF THE MULTIPLE INDEPENDENT YET INTEGRATED PATHS TO COMPLETION

SAMPLE SPS 2018.09.07.vsd.x

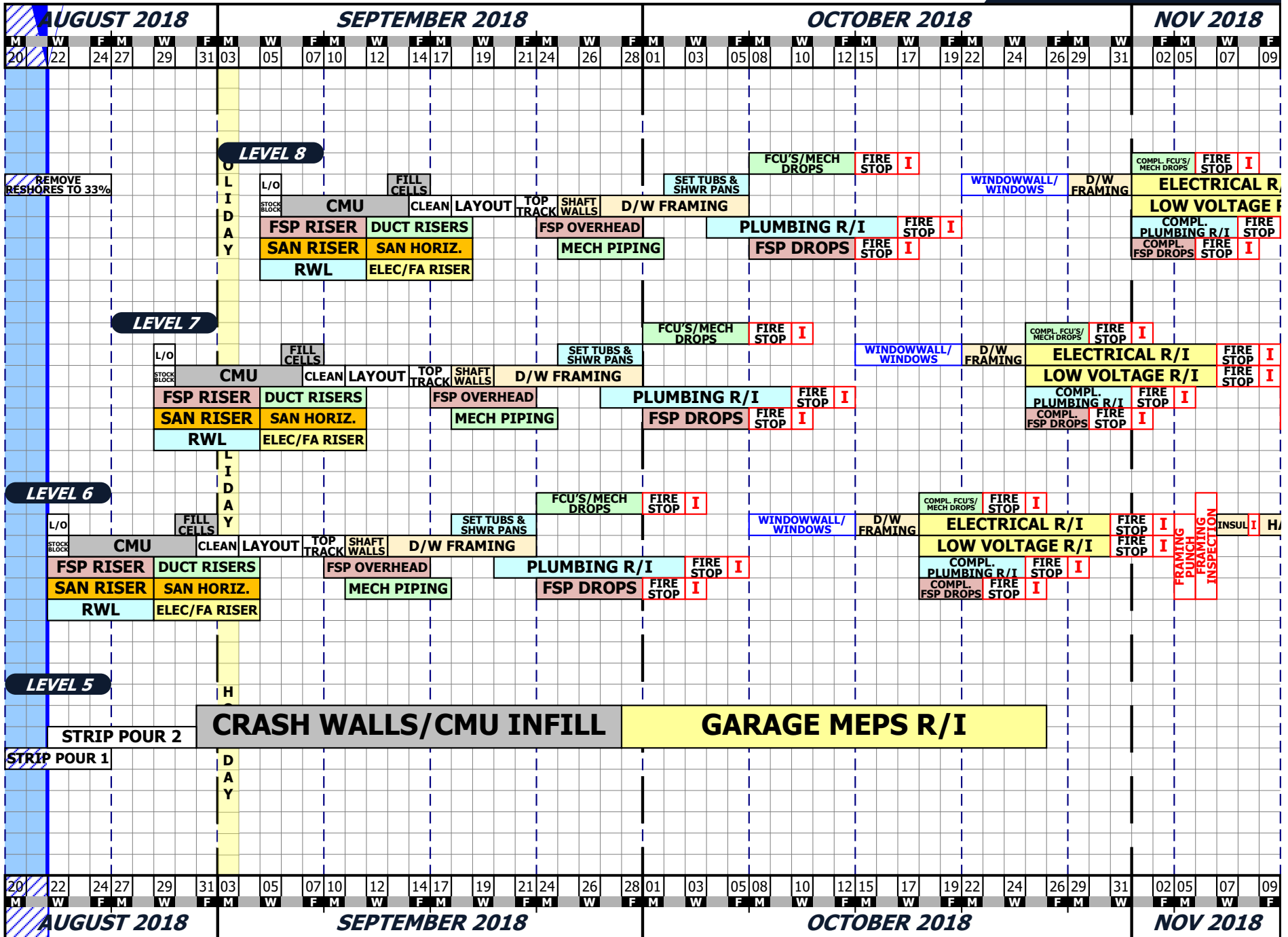
[PROJECT NAME]

NEAR TERM SCHEDULE



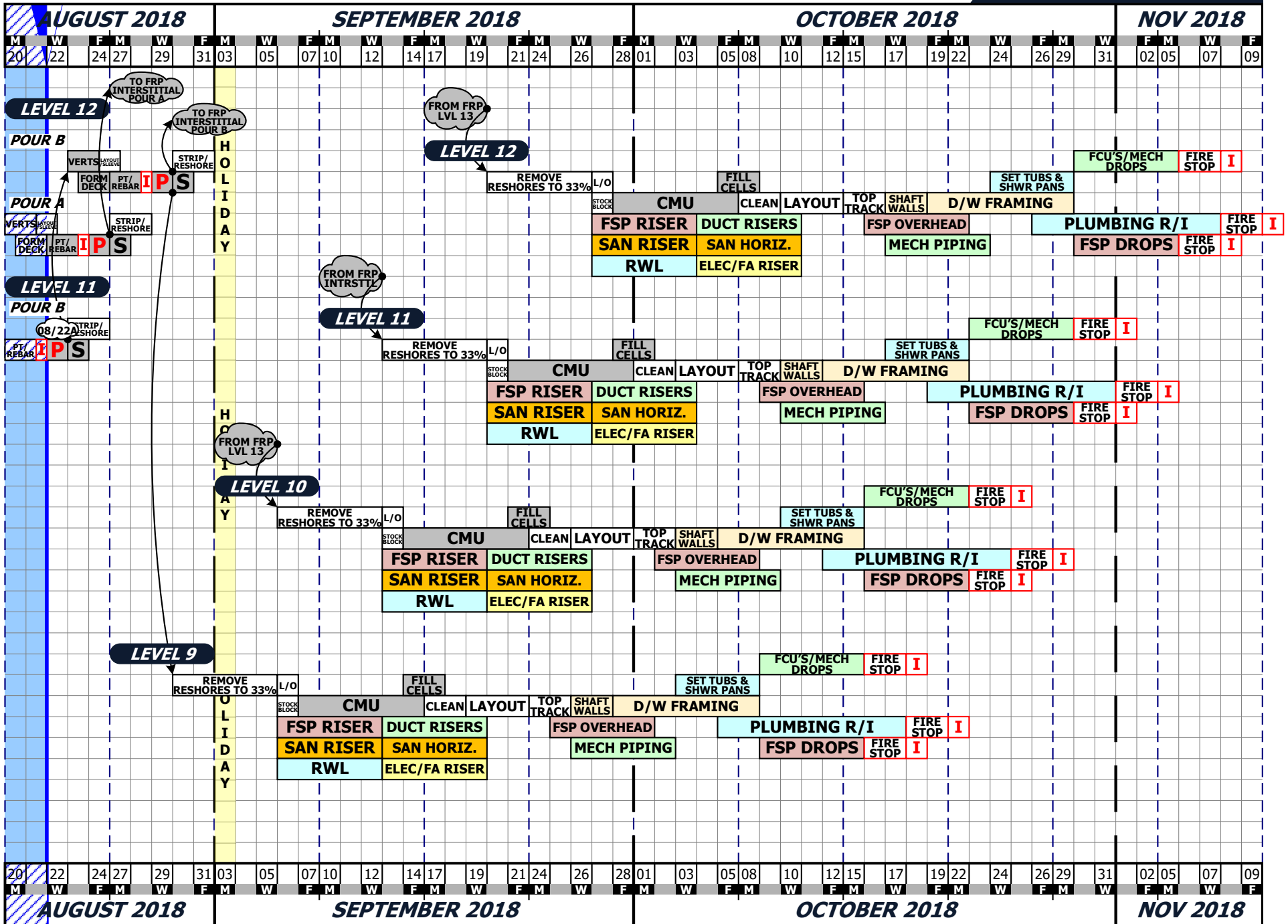
[PROJECT NAME]

NEAR TERM SCHEDULE



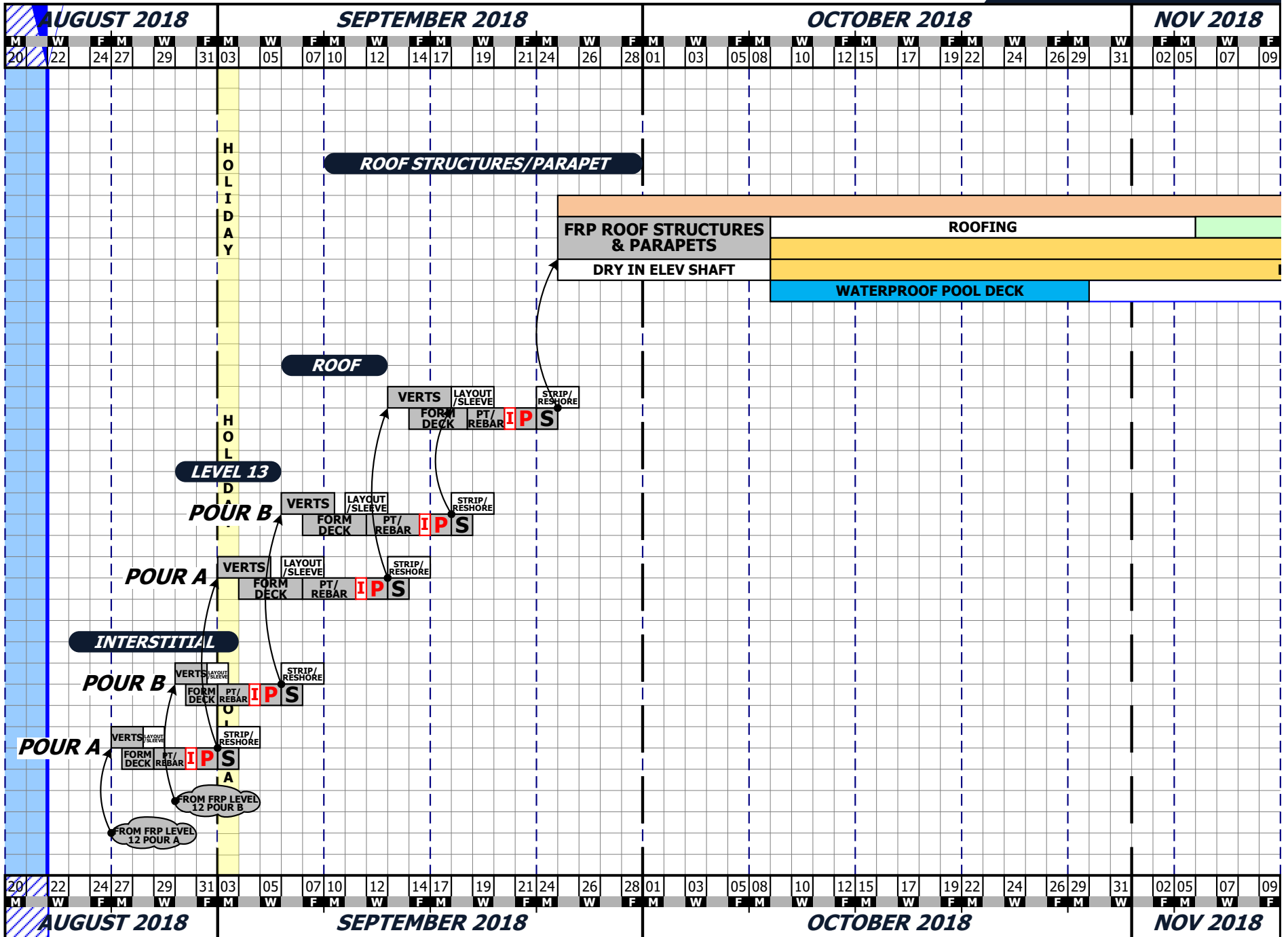
[PROJECT NAME]

NEAR TERM SCHEDULE



[PROJECT NAME]

NEAR TERM SCHEDULE



[PROJECT NAME]

[REPORT DATE]

ACTION ITEM AGENDA

DATE	MTG. ITEM	WHAT	WHO	WHEN	NOTES	COMPL. DATE
04/18/18	2.01	Window Submittals	[G.C. NAME] All Subs	ASAP	Windows have not been released (scheduled for 04/12/18) due to comment on shop drawings stating refer to Rev 5. Rev 5 was received on 04/18/18. 05/17/18: Revised shops per Rev 5 were received on 05/15/18, [G.C. NAME] is reviewing and will submit by 05/21/18. 06/21/18: Windows were released for fabrication on 06/08/18 and has a 16 week lead time which results in a 12 week delay to the 1st delivery and a 7 week delay to project TCO, please refer to the revised SPS issued 06/21/18. 07/19/18: No change. 08/22/18: No change.	
04/18/18	2.04	Rev 5	[G.C. NAME] All Subs	ASAP	Rev 5 was received on 04/18/18, [G.C. NAME] has issued to the subs for review/pricing. 05/17/18: [G.C. NAME] has received pricing and is reviewing for submission to the Owner by 05/18/18. 06/21/18: Rev 5 Change Order was submitted to the Owner on 06/01/18 for review and approval, Rev 5 has not been permitted. [G.C. NAME] needs direction to proceed to level 6 per permitted plans or per Rev 5. 07/19/18: Rev 5 comments will be addressed in Rev 6. Rev 6 is expected to be submitted 07/24/18. Owner directed [G.C. NAME] to proceed per Rev 5 to level 6 and then per permitted plans. 08/22/18: [G.C. NAME] received Rev 6 on 08/22/18 and is reviewing/pricing, Rev 6 has been submitted to the City for permitting. [G.C. NAME] is building to Rev 5, Rev 5 Change Order has not been approved and Rev 5 has not been permitted.	
07/19/18	5.01	Offsite Mock Up	Owner [G.C. NAME]	ASAP	Owner is currently reviewing locations for construction of the offsite mock up. 08/22/18: No change.	
08/22/18	6.01	FP&L Ductbank	Owner FP&L	ASAP	FP&L ductbank not located as plans indicate, an additional ~250ft of ductbank needs to be installed. Viking to commence work on 08/27/18.	

[PROJECT NAME]

[REPORT DATE]

ACTION ITEM AGENDA

DATE	MTG. ITEM	WHAT	WHO	WHEN	NOTES	COMPL. DATE
08/22/18	6.02	Sanitary Sewer Upgrades	Owner		The City is requiring ~210ft of existing sewer lines to be upgraded to service the project. [G.C. NAME] is scheduling the work to commence in 3-4 weeks.	
08/22/18	6.03	Kitchen Equipment	Owner	09/17/18	Need Owner Sub selection. Need to coordinate and incorporate kitchen equipment drawings. [G.C. NAME] is proceeding per coordinated underground drawings.	

Structure:

View looking east of the west elevation. Level 11 Pour A has been cast and Pour B is being cast today.



Structure:

View looking southeast of the west and north elevations. Level 11 Pour A has been cast and Pour B is being cast today.



Ground Floor:

Underground electrical roughs have been completed and area has been graded.



Ground Floor:

Ground floor kitchen area has been graded.

**2nd Floor:**

Masonry infill has been completed and prepped for grouting. FSP and mechanical overhead roughs are in progress.

**3rd Floor:**

Masonry and crash walls are in progress. MEP risers are in progress.



4th Floor:

Plumbing riser installation is in progress.



5th Floor:

Shoring is being stripped.



6th Floor:

Reshores have been removed.



7th Floor:

Reshores have been removed.



8th Floor:

Reshores are in place.



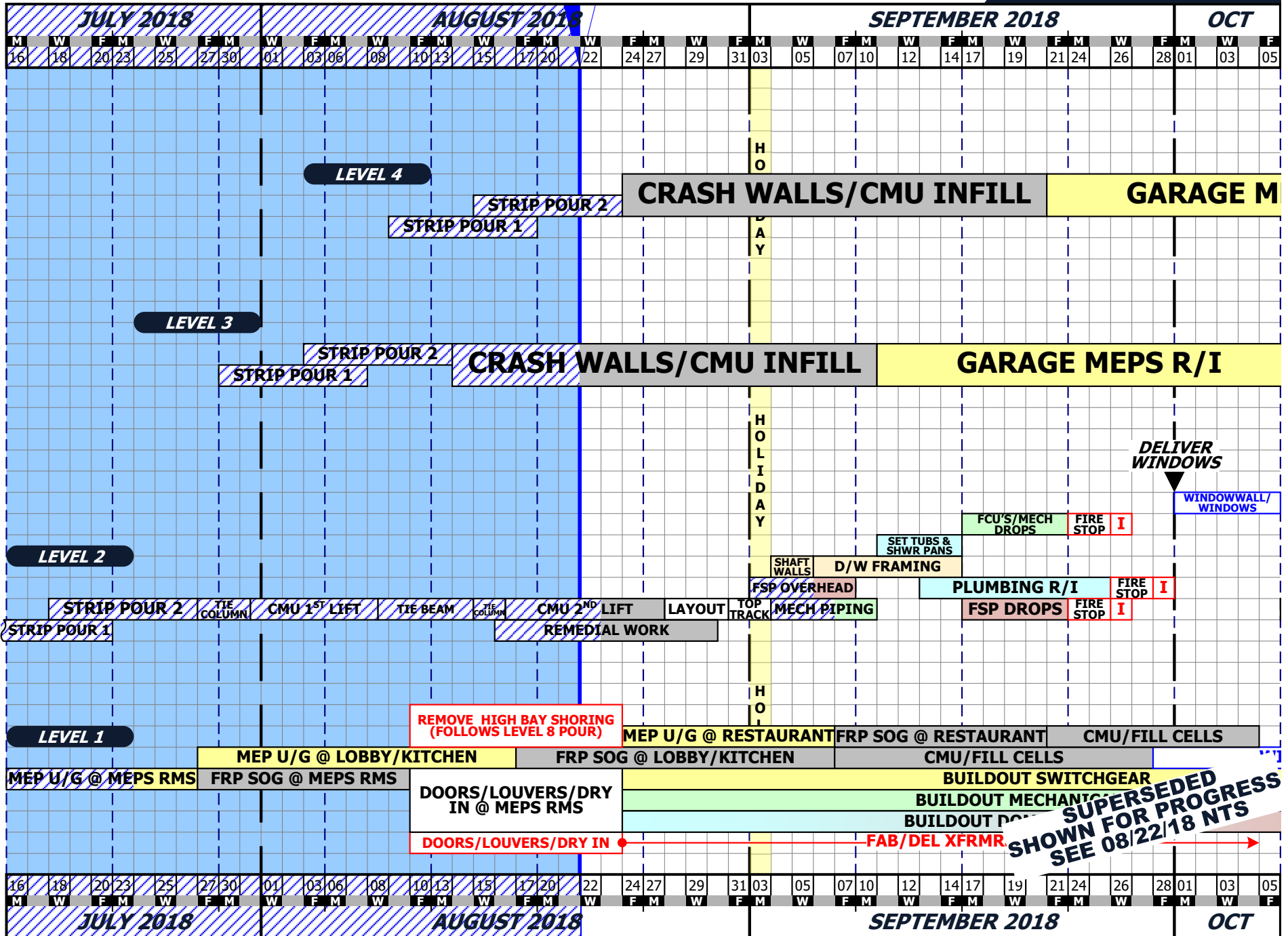
9th Floor:

Reshores are in place.



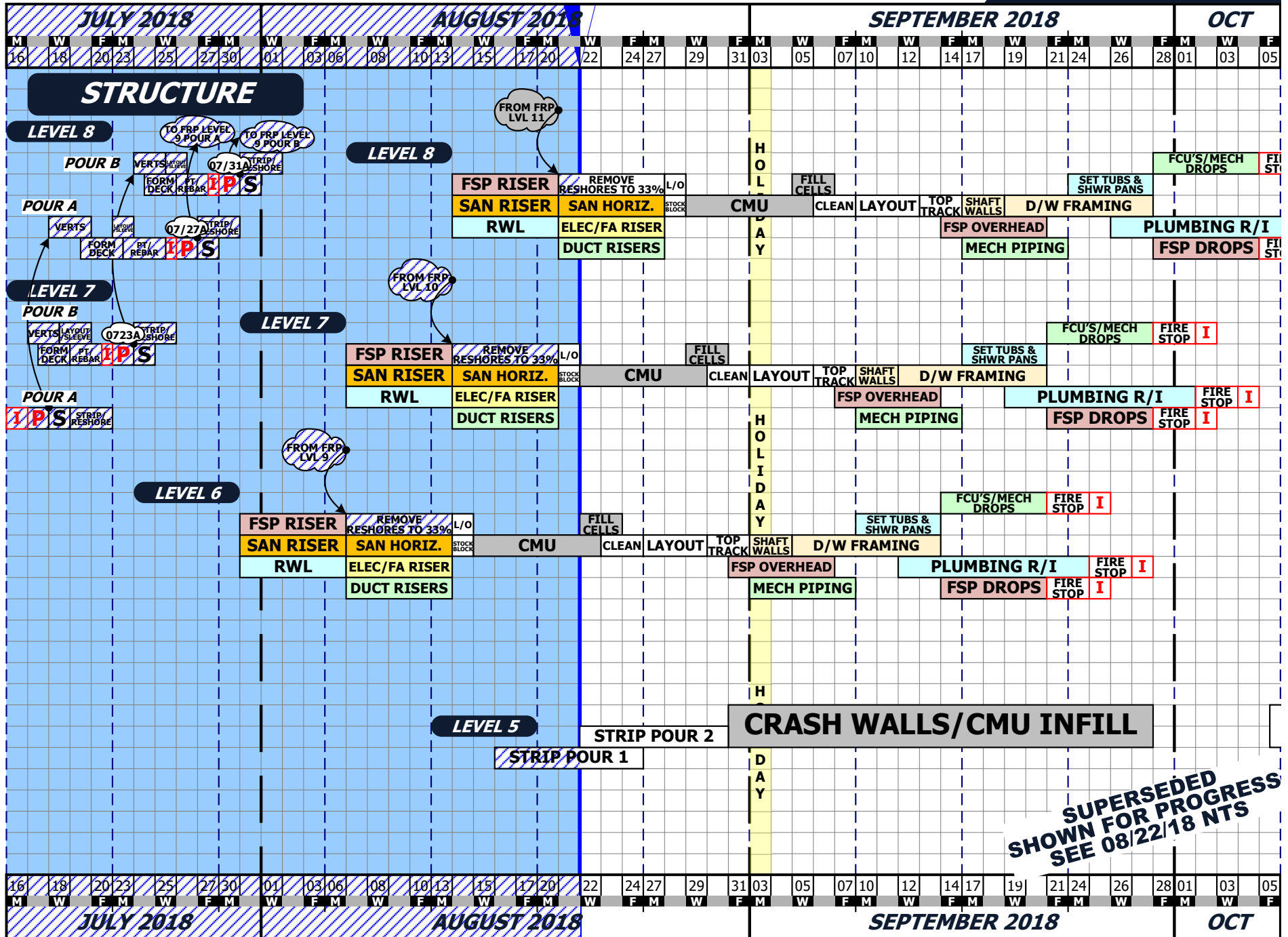
[PROJECT NAME]

NEAR TERM SCHEDULE



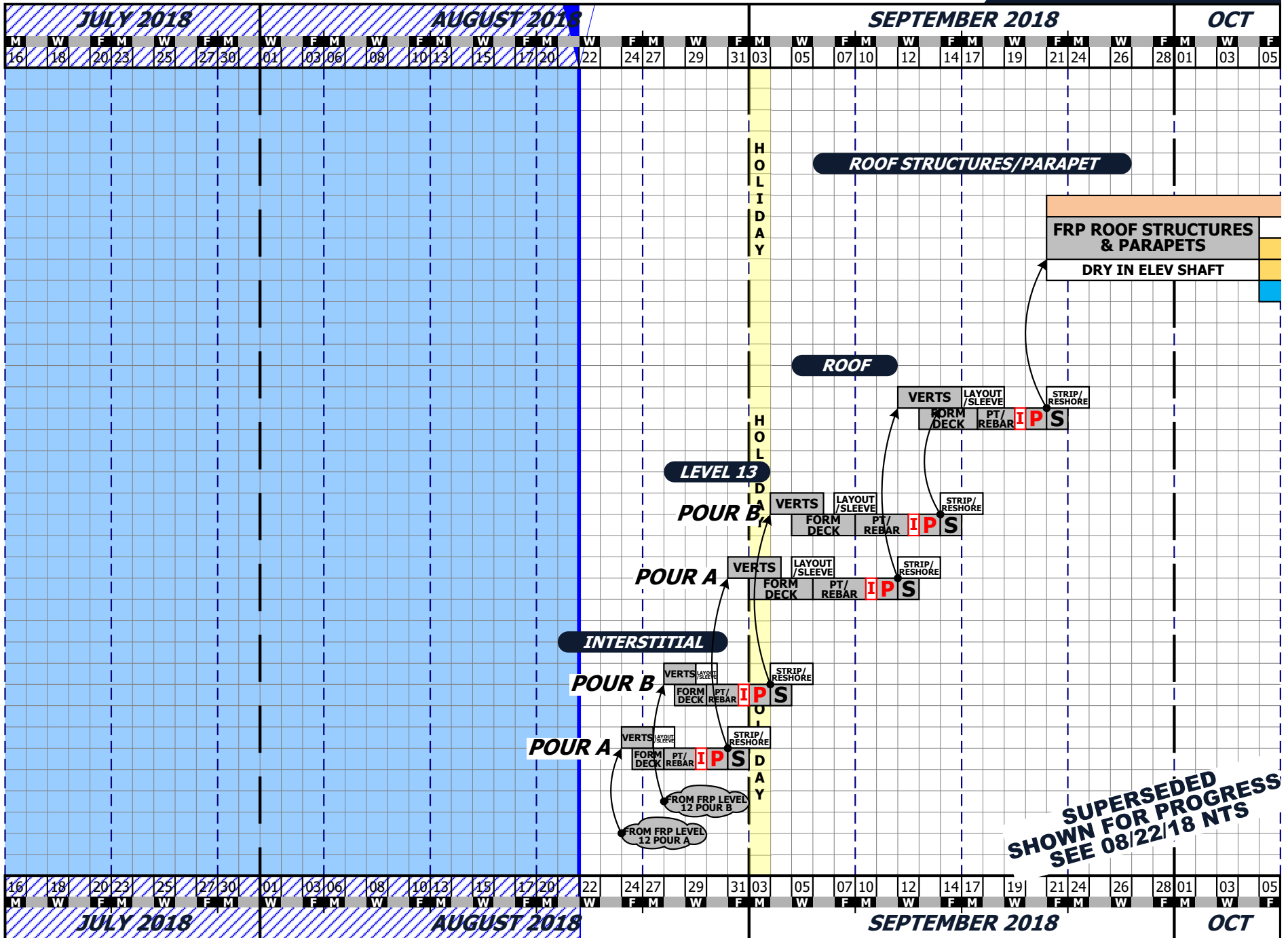
[PROJECT NAME]

NEAR TERM SCHEDULE



[PROJECT NAME]

NEAR TERM SCHEDULE



[PROJECT NAME]

DISTRIBUTION LIST

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