

Regus, Bob

From: Hurlock, Jackie <Jackie.Hurlock@am.jll.com>
Sent: Saturday, January 17, 2015 2:16 PM
To: Regus, Bob
Cc: Owens, Chris; Drinkard, James; Sewczwicz, Peter; Hall, Mike
Subject: RE: COA - Weekly Updates
Attachments: Master Completion List 1.16.15.pdf; ATT00001.txt

Bob,

The attached completion list was received from Choate late yesterday. This is a rough draft as Ben has not had a chance to review for accuracy/completion. He will send a revised copy once he has reviewed which I will forward to this team.

Here are my comments:

Millwork finishing is in progress. The work in the rotunda was scheduled for this weekend but is now being rescheduled as the stained wood panels are not ready. I have pulled the millwork vendor's (Tom Hoch) invoice from the latest pay app and will continue to do so until they are completed in this area. Choate has not given any dates for completing this work; they continue to talk with the President of Tom Hoch. Tom Hoch's project manager, Matt, is onsite to coordinate the remaining activities.

Landscaping work continues and will do so throughout this weekend and into next week. Trimming limbs on existing trees will happen next week.

Terrazzo floor - Choate's sub to finish floor as spec'd. City/JLL will review for final acceptance.

Door hardware work is not 100% complete (for example, ADA operators) - Choate continues to work through this.

Demo of old City Hall will start next week with asbestos abatement.

Punch list completion activities continue. Will schedule Owner walkthrough/final acceptance once all work and punch items are 100% complete.

I will be walking through with Millard on Tuesday at 10am (let me know if anyone from the City would like to attend). Mike and I will walkthrough with Ben on Thursday at 2:30pm. Millard and Ben have both stated their commitment to remain actively involved in the project as we track to 100% completion. I will continue to work with Choate to provide weekly updates as requested below so we get this work completed sooner rather than later.

Thanks and please let me know if you have any questions.

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City Of Alpharetta City Center Project

Site - Building - Parking Deck Completion List

January 16, 2015

SITE

Item #	Description	Subcontractor	Completion Date
1	Demo existing city hall	Green Circle Demolition	
2	Complete all landscaping (+/- \$200,000)	Merrit Brothers	
3	Complete all landscaping irrigation	Merrit Brothers	
4	Install copper post caps @ wood trellis		1/5/2015
5	Complete pavers at crosswalks (5 each)	Hemma Concrete	1/9/2015
6	Complete granite fines sidewalks	Hemma Concrete	1/9/2015
7	Complete auto-fill feature on interactive fountain, tiered fountain and lion's head fountain	Waterworks	1/13/2015
8	\$5,500 tree trimming	Merrit Brothers	
9	Install park water fountain	Waterworks	1/12/2015
10	Grout cold springs granite	Hemma Concrete	1/12/2015
11	Complete exterior handrails @ main entrances	Macuch	1/12/2015
12	Pave 1st floor pantry slab	Hemma Concrete	1/5/2015
13	Remove silt fence @ south side parking deck	Choate/Merrit Brothers	1/12/2015
14	Demo parking lot, grade outparcel	CSSI	
15	Tie in curbs / sidewalks at outparcels	Hemma	
16	Demobilize / Clean up office	Choate	

PARKING DECK

Item #	Description	Subcontractor	Completion Date
1	Finish roof @ level P5	Roof Depot	1/12/2015
2	90 Minute glass in door @ level P1 stair # 2	Glass Stream	1/12/2015
3	Remove temporary toilet partitions and install permanent	Donco	1/12/2015
4	Remove temporary carpet from elevators and install VCT	DCO	
5	Complete pipe guards	Stasco	1/5/2015
6	Remove temporary signs and install permanent signs	ASI	1/5/2015
7	Clean exterior window walls	Resolute Cleaning	1/12/2015
8	Clean out P1 storage yard	All Trades	
9	UPS outlet	Andrew Electric	1/12/2015
10	Curb missing on level P3, P4, P5 in elevator lobbies	SDC	
11	Install 4 Fire Extinguisher Cabinets at shear walls	Donco	1/15/2015

GROUND FLOOR

Item #	Description	Subcontractor	Completion Date
1	Resecure transition strip to ground/pavers and caulk to terrazzo @ exterior door	Hemma/ Williams Tile	
2	Mount owner furnished television in room G47	COA/Technical Inovations	
3	Clean out wire/hardware/debris in Electrical Telephone/Data room	Andrew/MC Dean	1/5/2015
4	Install plumbing cleanout cap in Electrical Telephone/Data room	Stasco	1/5/2015
5	Change out current lock to electrical lock and hinges at door G16 (Change order work)	RE Monk/Tal Kno	
6	Clean out main electrical room	Andrew/MC Dean	1/5/2015
7	Repair damaged ceiling grid and replace all ceiling tiles in room G-20	Mulkey	1/5/2015
8	Re-organize storage room attic stock and remove all additional materials	All Trades	Ongoing
9	Install plumbing cleanout cap @ janitors closet	Stasco	1/5/2015
10	Repair/replace damaged signage @ public bathrooms	ASI	
11	Clean out back closet in public bathrooms	All Trades	1/12/2015
12	Paint access door in public bathroom vestibule ceiling	Baker	

1ST FLOOR

Item #	Description	Subcontractor	Completion Date
1	Entry door completion - Lockable Doors & Arched openings	RE Monk	
2	Building Access Control + Cards	MC Dean	
4	Elevator Rear door stalls	Genesis	
5	Install replacement light bulbs in elevator	Andrew Electric	
6	Install east portico entry mat	DCO	6 Weeks

7	Strip wax floor - 135	Resolute Cleaning	
8	Seal all conduit penetrations in room 102	MEP	
9	Tile countertops (111)	Williams Tile	1/12/2015
10	Need marble countertop - 139	Williams Tile	1/12/2015
11	Double electrical box empty and open	Andrew Electric	
12	Finish all LV work in council chambers	MC Dean	1/12/2015
13	Install security cameras in council chambers	Technical Inovations	1/12/2015
14	Seat numbering finished on stadium seating		
15	Complete all millwork	Tom Hoch	1/12/2015
	Council desk main cabinetry - 117	Tom Hoch	1/12/2015
	Council chambers arched window assemblies	Tom Hoch	1/12/2015
	Council chambers large cased openings / Lunette - 117	Tom Hoch	1/12/2015
	Council chambers mahogany wainscot - 117	Tom Hoch	1/12/2015
	Council chambers mahogany entry wall recessed top - 117	Tom Hoch	1/12/2015
	Council chambers alcove mahogany wainscot and crown - 119/120	Tom Hoch	1/12/2015
	Oval alcove rooms mahogany wainscot and crown - 115/116	Tom Hoch	1/12/2015
	West entry lobby mahogany wainscot, crown, door casing, and entry door nunette - 108	Tom Hoch	1/12/2015
	Elevator lobby mahogany wainscot - 107	Tom Hoch	1/12/2015
	Greeter die wall & laminate desk - 139	Tom Hoch	1/12/2015
	Manager paint grade arched window window - 138	Tom Hoch	1/12/2015
	Waiting area paint grade arched window rosettes raised - 109	Tom Hoch	1/12/2015
	Cashier laminate desk - 111	Tom Hoch	1/12/2015
	East entry lobby mahogany wainscot, crown, door casing and entry door lunette - 128	Tom Hoch	1/12/2015
	East entry area mahogany wainscot - 129	Tom Hoch	1/12/2015
	Restroom lobby mahogany ceiling crown - 130	Tom Hoch	1/12/2015
	Main lobby (Oval) mahogany crown - 100	Tom Hoch	
	Pantry cabinet door adjustments - 135	Tom Hoch	1/12/2015
	Open office wet bar PLAM base cabinet - 137	Tom Hoch	1/12/2015
	History area needs to have a detailed clean	Tom Hoch	
	Public stair mahogany outer hand rail	Tom Hoch	1/12/2015
	Public stair paint grade wall base	Tom Hoch	1/12/2015
	Public stair inner decorative rail finish top coat	Tom Hoch	1/12/2015
	Public stair paint grade crown	Tom Hoch	1/12/2015

2ND FLOOR

Item #	Description	Subcontractor	Completion Date
1	Clean up/organize mechanical room of all cleaning supplies	Resolute Cleaning	1/5/2015
2	Install blinds in open office 222	Marrietta Drapery	1/12/2015
3	Install missing carpet strips outside of room 203	DCO	
4	Clean up and organize Electrical Tel/Data room	All Trades	1/5/2015
5	Complete glass frosting (change order work)	On Site Systems	2 Weeks

3RD FLOOR

Item #	Description	Subcontractor	Completion Date
1	Complete door to mayors office from . 1" gap	Tom Hoch	
2	Seal roof access door to threshold in office 312	RE Monk	1/12/2015
3	Clean out storage room 305 of construction materials	All trades	
4	Complete tile work around window in Mens bathroom	Williams Tile	
5	Install light bulb @ womens bathroom ceiling fixture	Andrew Electrical	
6	Executive conference Walnut plinth blocks (3)	Tom Hoch	
7	Install Johnson Control Server at location of owner's choice	CAS	2 Weeks

STAIR NO. 1

Item #	Description	Subcontractor	Completion Date
1	Finish Terrazzo caulking	Williams Tile	
2	Install skylight at top level	Glass Stream	

EXTERIOR BUILDING

Item #	Description	Subcontractor	Completion Date
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1	Final clean cast stone / masonry / patch cast stone	Bibler	
2	Reprogram clocks for proper operation	Verdin	1/15/2015

ROOF

Item #	Description	Subcontractor	Completion Date
1	Complete verdin clock connections	Verdin	1/12/2015
2	patch any holes in TPO, mechanical level, north side	Roof Depot	1/9/2015
3	Clean off entire roof	All Trades	1/12/2015

GENERAL ITEMS

Item #	Description	Subcontractor	Completion Date
1	Complete signage in all elevator lobbies	ASI	
2	Caulk all backsplashes at PLAM cabinets and countertops	Tom Hoch	
3	Install all flooring transition strips	DCO	1/9/2015
4	Install door casing around all stair 1 vestibule entry ways	Tom Hoch	1/9/2015
5	Adjust all door closers as needed	RE Monk	1/12/2015
6	Install all Mecho shades	Marrieta drapery	
7	Complete elevator interior	Tom Hoch	
8	Complete building audio visual	Technical Inovation	1/12/2015
9	Complete and confirm building intrusion system is operational	MC Dean/Choate	1/12/2015
10	HVAC Test & Balance	Conditioned air services	1/15/2015
11	Owner systems training	Choate	1 more training session
12	Power to all conference room tables (Change order work)	Andrew Electric	1/9/2015
13	Fix damage at mayors conference room	Resolute Cleaners	
14	Install laminate to fridge opening at all wet bars	Tom Hoch	
15	Paint touch up in all bathrooms	Tom Hoch	
16	Bondo / patch all door frames as noted on punchlist	Tal Kno	
17	Patch and repair all damaged millwork	Tom Hoch	
18	Adjust all light fixtures to 80" A.F.F (change order work)	Andrew Electric	
19	Complete / patch / correct tilework at miscellaneous locations in bathrooms	Williams Tile	
20	Caulk gaps between mirrors and sidewalls in bathrooms	Baker Paint	
21	Straighten fire alarms on walls as noted by punchlist	Andrew Electric	
23	Adjust all toilet partition doors as needed for proper closure	Donco	

NON CONSTRUCTION

Item #	Description	Subcontractor	Completion Date
1	Complete Owners training (1 training session remaining)	Choate	
2	Turn over closeout manuals to owner		Early February