Welcome to the 2017 ASC Open Mechanical Problem

Your team is the on-site management for MCA Mechanical at the Cloud Brand Data Center project (Job#5618817). The date is Thursday **December 23rd, 2010** and the job has been underway since June 2010. Your upper management (ASC Judges) have requested to have a meeting tomorrow for your team to update them on the current status of the project. This will entail a financial update as well as other deliverables that are described in more detail below.

 In the flash drive you've been provided you have the following project folder which contains all of the relevant project documents as well as all of the required templates for completing the deliverables. Review project documents; contract, plans, & specifications to help with putting together the deliverables. On your flash drive you will find the following:

2017 Mechanical Problem – Welcome Letter.pdf: You are reading this letter right now.

ASC 2017 Mechanical Pre-Problem Statement.pdf: I hope you already read this.

Gmail Login Info.docx: This file has your team's username/password for logging in to a Gmail account created for you. There are emails in your inbox awaiting you. Some are informational only, others require action be taken. Printed and pdf copies of your email correspondence will be a deliverable.

5618817 – Cloud Brand Data Center (Job File): This is the project folder for the job. Here you will find relevant information needed for the problem. Below is a breakdown of what you will find in each sub-folder:

- o   1 – Contract: Plans, Specifications, Billings, & Contract
- o   2 – Estimates: Phase 1&2 budget, 1st & 2nd Floor Office TI estimate, Detailed estimating template
- o   3 – Change Orders: COR log, change order templates, approved change orders
- o   4 – Subcontract: Subcontractor December invoices
- o   5 – Schedule: M+P schedule, 3 week look-ahead planning, Manpower Loading
- o   6 – Submittals: Material and procurement logs
- o   7 – Detailing: 3D Model, Shop Drawings
- o   8 – RFI's: Logs, company template
- o   9 – Construction Plan: template for Work Package Construction Plan
- o   10 – Monthly Project Review: Labor feedback drawings, Project Review Summary, Labor Feedback & Cost Report

Deliverables: Sub-folders are pre-populated here for your use in organizing your deliverables. Populate your deliverables in these folders and turn in electronic copies in this file structure.

Presentation: There is a presentation with slides in here for you to incorporate into the front of your presentation. Feedback was for the judges to give the audience a general project introduction, so we are using these slides. Paste them at the beginning of your presentation. Use your own slide presentation format. (DO NOT USE INTRODUCTION SLIDE FORMAT FOR REMAINDER OF PRESENTATION)

Deliverables – 50% of Overall Score

You have been provided 1 hard copy binder with 8 tab dividers. You are expected to turn in this binder, along with an **electronic copy,** to the judge's room by 10:00PM Thursday 2/9/17. **Nothing will be accepted after 10:00PM.** Additionally, there is an Owners meeting scheduled for **2PM** in the Tahoe Room to review pending Change Orders. That means that all requested Change Orders must be priced and ready to be turned in by **2PM**.

Organize the binder in the following way:

- *Tab 1) RFI log, RFI's, Submittals, & Procurement Log:* Update logs and produce the RFI's & submittals requested via email.
- *Tab 2) Printed Email Correspondence:* Print and pdf any email correspondence you have on the job.
- *Tab 3) Central Plant Work Package Plan:* Fill in the template with your execution plan. The more detail the better.
- *Tab 4) 3 Week Look Ahead Schedule & Manpower Loading:* Use templates to create
- *Tab 5) Estimates & Change Orders:* See the Estimates folder for Phase 1 budget to be used for Phase 2 update. Estimate folder also has Office TI folder. Email will have more directions for Estimates needed. The Change order folder will have relevant needs for producing CORs that will come via email.
- *Tab 6) Billing:* Assemble the December billing for the project. Accounting has done a cost download, update the highlighted cells in each tab
- *Tab 7) Project Review Summary, Labor Feedback & Projections:* Update Labor feedback for the week (see markup shop drawings for progress). Update projected costs to complete. Fill in project review template.
- *Tab 8) Curve Balls:* There will be additional deliverables that get distributed via Gmail throughout the day. Follow the directions and place requested items here.

Presentations – 40% of Overall Score

Presentations will be scheduled on Friday 2/10/2017. Have at least 1 person from your team meet down in the presentation room at 7:00AM to check your presentation time and **turn in your presentation on the 2nd flash drive provided.** Presentations will be scheduled in **45 min** blocks on the starting on the hour beginning at 8:00AM, with the last presentation starting at 2:00PM (Lunch break between 12-1 PM). The judges will return each team's flash drive to them during their designated time slot. The flash drive/material you turn in at 7:00AM is the **only** material you are allowed to present on. **Any team caught trying to use a different flash drive or file for their presentation will be automatically disqualified – NO EXCEPTIONS**. Team presentations should last around 25-30min with 15-20min of subsequent Q&A. A projector and laptop will be available for your use in the presentation room.

Please focus your presentation in the following areas:
- Current Activities Happening on the Project
- Present on Future Potential Risks that you see, and how they will be mitigated (note this wasn't in deliverables)

- Discuss what is going well, and what <u>Opportunities</u> you see coming up (note this wasn't in deliverables)
- Give a Status on Pending RFI's, Submittals, and Equipment procurement
- Discuss your Central Plant Work Package Plan with reasoning for why
- Go over 3 week look ahead schedules and manpower loading
- Change Order Status. Recent updates. What's approved? What's pending? Potential risks?
- Phase 2 Budget update. Describe your logic for the budget
- Billing Status
- Labor Feedback Review. What's doing well? What not so well? Projections at completion.
- Project Review Summary
- Curve Balls

In your hard copy binder, you have been provided 6 blank manila name tags. Please **legibly** write the first name of each of your team members on a tag and bring them with you to the presentation. These will be placed in front of you during the presentation so the judges and audience can identify you.

Also please note that since we are all part of the same company for this project that **during your presentation you will be addressing/presenting to the judges (your upper management) directly**. The audience members are only there as spectators.

Professionalism/Ethics/Conduct/Teamwork – 5% of Overall Score
Projects are built by teams, not individuals. Successful project teams are comprised of honest, trustworthy professionals that display the highest level of integrity. Your teams will be monitored throughout the competition for their professional teamwork and collaboration.

Pre-Competition Activities – 5% of Overall Score
If you know what this is, and you've completed it already, congrats! If you are just seeing this now for the first time, then you missed the directions on the Pre-Problem Statement. You can regain 2% points for providing the requested info now via email to mca.asc2017@gmail.com and request a late submission be accepted.

Questions
Throughout the day on Thursday if you have any questions or clarifications you want to ask about the problem please e-mail them to the judges at mca.asc2017@gmail.com. Questions from all teams will be compiled into a single spreadsheet and answers will be distributed/updated via e-mail to all teams every hour until 4:00PM. There will be one Q&A session held at **9am** in the Tahoe Room, where each team needs to have a minimum of 1 representative present.