

School Name: \_\_\_\_\_

**EXHIBIT 3-A.4  
CHILD CARE REVISIONS  
ESTIMATE SUMMARY**

TRADE DESCRIPTION		COST	SUBCONTRACTOR (if applicable)
01531	TEMP FENCE	\$0	
02050	DEMOLITION	\$0	
02110	EXCAVATION	\$5,000	
02150	ASPHALT PATCH	\$2,000	
02525	SITE CONCRETE	\$18,950	
02580	PARKING STRIPING & BUMPERS	\$1,500	
02600	SITE UTILITIES	\$0	
02900	LANDSCAPE & IRRIGATION	\$7,500	
03000	CONCRETE WORK	\$0	
03200	REINFORCING STEEL	\$5,000	
03480	PRECAST SPECIALTIES	\$9,500	
03650	CONCRETE FILLS	\$0	
04000	MASONRY	\$3,600	
05100	STRUCTURAL STEEL & MISC METALS	\$21,250	
06100	ROUGH CARPENTRY	\$0	
06200	FINISH CARPENTRY	\$8,104	
06400	CABINETS & COUNTERTOPS	\$30,080	S&H
07100	ROOFING	\$0	
07120	WATERPROOFING	\$1,500	
07200	INSULATION	\$2,115	
07600	SHEET METAL	\$0	
07900	CAULKING & SEALANT	\$2,000	
08300	ROLL UP DOOR	\$0	
08800	GLASS & GLAZING	\$43,245	
09100	LATH & PLASTER	\$5,130	
09250	METAL STUD & DRYWALL	\$26,500	Fine Touch
09500	ACOUSTICAL CEILINGS	\$11,840	
09650	FLOORING & TILE	\$7,481	
09900	PAINTING	\$10,050	Orange County
10000	MISCELLANEOUS SPECIALTIES	\$0	
11000	APPLIANCES	\$2,180	
12500	WINDOW COVERINGS	\$650	
14200	ELEVATOR	\$0	
15300	FIRE PROTECTION	\$7,100	Safe Sprinklers
15400	PLUMBING & FOUNDATION DRAIN	\$15,800	DNI
15800	H V A C	\$28,640	Morley
16000	ELECTRICAL	\$23,936	Walton
17100	SURVEY	\$0	
17200	SAFETY	\$0	
17300	FINAL CLEANING	\$971	
	<b>SUBTOTAL DIRECT COST</b>	<b>\$301,622</b>	
	<b>GENERAL CONDITIONS</b>	<b>\$25,550</b>	
	<b>FEE @ 3%</b>	<b>\$9,815</b>	
	<b>TOTAL</b>	<b>\$336,987</b>	

**EXHIBIT 3-A.3  
CHILD CARE REVISIONS  
UNIT PRICE ESTIMATE SUMMARY**

TRADE	QUANTITY	UNIT	UNIT PRICE	ESTIMATED COST
<b>FLOORING</b>				
Glue down carpet with pad			_____	
VCT			_____	
Rubber base			_____	
<b>CERAMIC TILE</b>				
4x4 Tile (incls coved base & 4" quarter round top)			_____	
<b>ACOUSTICAL CEILING TILE</b>				
2x4 Acoustical Tile (incls all accessories required)			_____	
<b>APPLIANCES</b>				
Range Hood		EA	\$65.72	
Microwave		EA	\$318.99	
Dishwasher		EA	\$221.91	
Refrigerator Top Mount		EA	\$426.54	
Side by Side Refrigerator		EA	\$506.54	
Washer		EA	\$325.06	
Dryer		EA	\$415.15	
<b>MASONRY</b>				
8" block with grouting			_____	
<b>GLASS &amp; GLAZING</b>				
Storefront windows & doors		SF	\$38.25	
Add for Tempered glass		SF	\$0.35	
Add for Low E glass		SF	\$1.50	
Add for Tint on glass		SF	\$0.75	
<b>FINISH CARPENTRY</b>				
Wood base & trim		LF	\$0.43	
Cubby holes		LF	\$92.50	
Solid core wood door & hardware		EA	\$110	
Solid core wood door w/ tempered glass & hardware		EA	\$125	
Solid core wood kiddie door w/ tempered glass & hardware		EA	\$250	
Hollow metal door & hardware		EA	\$89	
Hollow metal door w/ tempered glass & hardware		EA	\$101	



School Name: \_\_\_\_\_

**EXHIBIT 3-A.4  
CHILD CARE REVISIONS  
ESTIMATE SUMMARY**

TRADE DESCRIPTION		COST	SUBCONTRACTOR (if applicable)
01531	TEMP FENCE	\$0	
02050	DEMOLITION	\$0	
02110	EXCAVATION	\$5,000	
02150	ASPHALT PATCH	\$2,000	
02525	SITE CONCRETE	\$18,950	
02580	PARKING STRIPING & BUMPERS	\$1,500	
02600	SITE UTILITIES	\$0	
02900	LANDSCAPE & IRRIGATION	\$7,500	
03000	CONCRETE WORK	\$0	
03200	REINFORCING STEEL	\$5,000	
03480	PRECAST SPECIALTIES	\$9,500	
03650	CONCRETE FILLS	\$0	
04000	MASONRY	\$ _____	
05100	STRUCTURAL STEEL & MISC METALS	\$21,250	
06100	ROUGH CARPENTRY	\$0	
06200	FINISH CARPENTRY	\$ _____	
06400	CABINETS & COUNTERTOPS	\$ _____	
07100	ROOFING	\$0	
07120	WATERPROOFING	\$1,500	
07200	INSULATION	\$2,115	
07600	SHEET METAL	\$0	
07900	CAULKING & SEALANT	\$2,000	
08300	ROLL UP DOOR	\$0	
08800	GLASS & GLAZING	\$ _____	
09100	LATH & PLASTER	\$5,130	
09250	METAL STUD & DRYWALL	\$ _____	
09500	ACOUSTICAL CEILINGS	\$ _____	
09650	FLOORING & TILE	\$ _____	
09900	PAINTING	\$ _____	
10000	MISCELLANEOUS SPECIALTIES	\$0	
11000	APPLIANCES	\$ _____	
12500	WINDOW COVERINGS	\$650	
14200	ELEVATOR	\$0	
15300	FIRE PROTECTION	\$ _____	
15400	PLUMBING & FOUNDATION DRAIN	\$ _____	
15800	H V A C	\$ _____	
16000	ELECTRICAL	\$ _____	
17100	SURVEY	\$0	
17200	SAFETY	\$0	
17300	FINAL CLEANING	\$971	
	<b>SUBTOTAL DIRECT COST</b>	<b>\$ _____</b>	
	<b>GENERAL CONDITIONS</b>	<b>\$25,550</b>	
	<b>FEE @ 3%</b>	<b>\$ _____</b>	
	<b>TOTAL</b>	<b>\$ _____</b>	



School Name: \_\_\_\_\_

EXHIBIT 3-A.6  
CHILD CARE REVISIONS  
OWNER CHANGE ORDER REQUEST TEMPLATE



DATE

OWNER ADDRESS

Re: **Change Order Request**  
**CHANGE ORDER TITLE**  
**JOB TITLE**

Dear \_\_\_\_\_

We request a change order to increase/decrease our guaranteed maximum price in the amount of \_\_\_\_\_. Detailed backup and costs are attached for your review.

This request includes costs to *(short description of change)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<i>Description</i>	<i>Amount</i>
ADDS:	
DEDUCTS:	

Total Amount Requested: \$

Please indicate your approval to complete this work by signing and returning a copy of this request at your first opportunity. We will be happy to address any comments or questions you have concerning this change order request.

Sincerely,

*This commitment of funds is hereby approved by:*

\_\_\_\_\_  
OWNER NAME  
Date

# Memo

**To:** Project Engineer  
**From:** Project Administrative Assistant  
**CC:** Project Manager  
**Date:**  
**Re:** Distribution of RFI's and Plans

---

I received copies of the approved shop drawings/permits listed below, could you please provide me a list of the subcontractor trades that each will need to be sent to for coordination?

RFI #86

- Rough Carpentry
- Drywall
- Painting
- Elevator

RFI # 314

- Misc. Metals
- Rough Carpentry
- Painting

Thanks!

Project Assistant



# Memo

**To:** Project Engineer  
**From:** Project Administrative Assistant  
**CC:** Project Manager  
**Date:**  
**Re:** Distribution of RFI's and Plans

---

I received copies of the RFI's listed below. Could you please provide me a list of the subcontractor trades that each will need to be sent to for coordination?

RFI #285

RFI # 287

RFI #333

Thanks!

Project Assistant

# Memo

**To:** Project Engineer  
**From:** Project Administrative Assistant  
**CC:** Project Manager  
**Date:**  
**Re:** Distribution of RFI's and Plans

---

I received copies of the approved shop drawings/permits listed below, could you please provide me a list of the subcontractor trades that each will need to be sent to for coordination?

Residential Cabinet Shop Drawings

Fire Sprinkler Approved City Permit Plans

Storefront Window Shop Drawings and Product Data

Thanks!

Project Assistant

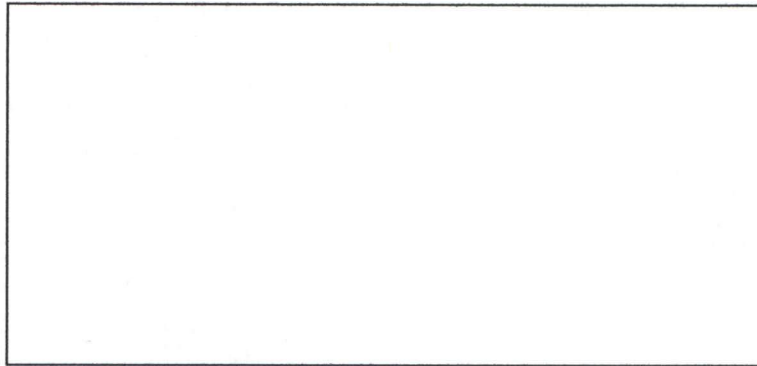




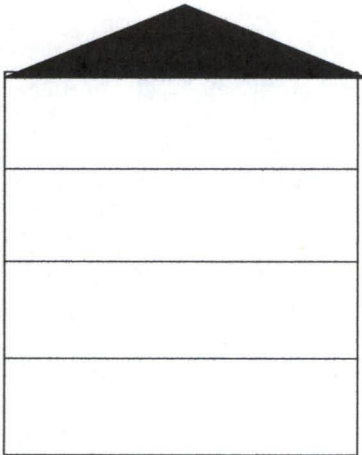
Ocean West Framing

Request for Information RFI #14

1. Our field foreman is a little confused about the nailing schedule. Could you please assist by providing a sketch of the typical nailing pattern for a Type 4 Shear Wall. Label all dimensions. The sheet of plywood is drawn for you.



2. Below is a symbol found in the structural drawings. Please label the parts of this symbol.



3. Please provide the total thickness of the floor assembly of Unit 214 at the kitchen location. Show all calculations and list all of the materials that create this assembly.

4. What detail should we use to build the two-hour exterior wall? Provide a list of all of the components in that assembly.

**Section 2**  
**Staging & Traffic Control**

**Grand and Venice Affordable Housing**  
**Los Angeles, California**

**EXHIBIT 2.2.B**

*Using the information provided in Exhibit 2.2.A, select the smallest pump that can access each pour area. List your pump selections in matrix below.*

	<b>Area 1</b>	<b>Area 2</b>
<b>Footings &amp; Slab-On- Grade</b>		
<b>Middle Garage</b>		
<b>Upper Garage</b>		
<b>Podium Deck</b>		





School Name: \_\_\_\_\_

**EXHIBIT 3-C.3**  
**PAD FOOTING CONCRETE**  
**MEMO TEMPLATE**

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*MEMORANDUM*

TO: \_\_\_\_\_

FROM: \_\_\_\_\_

DATE: \_\_\_\_\_

RE: \_\_\_\_\_

---



School Name: \_\_\_\_\_

EXHIBIT 3-D.4  
FIELD CHANGE CONDITION  
OWNER CHANGE ORDER REQUEST TEMPLATE



DATE

OWNER ADDRESS

Re: **Change Order Request**  
**CHANGE ORDER TITLE**  
**JOB TITLE**

Dear \_\_\_\_\_

We request a change order to increase/decrease our guaranteed maximum price in the amount of \_\_\_\_\_. Detailed backup and costs are attached for your review.

This request includes costs to *(short description of change)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<i>Description</i>	<i>Amount</i>
--------------------	---------------

ADDS:

DEDUCTS:

Total Amount Requested: \$

Please indicate your approval to complete this work by signing and returning a copy of this request at your first opportunity. We will be happy to address any comments or questions you have concerning this change order request.

Sincerely,

*This commitment of funds is hereby approved by:*

\_\_\_\_\_  
OWNER NAME  
Date



**REQUEST FOR CLARIFICATION**

TO: Project Manager

FROM (SCHOOL NAME:) \_\_\_\_\_

RFC No.: \_\_\_\_\_ TIME SUBMITTED: \_\_\_\_\_

PROJECT: Grand and Venice Affordable Housing

DESCRIPTION: \_\_\_\_\_

LOCATION: \_\_\_\_\_

SPEC REF: \_\_\_\_\_ SHEET NO: \_\_\_\_\_

OTHER: \_\_\_\_\_

INFORMATION REQUESTED: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE DATE



School Name: \_\_\_\_\_

**Assignment 2-1:**

Using the enclosed photo exhibits, provide responses to the following questions.

1. Provide the grid line of the column Arrow 1 is pointing to?
2. What unit is Arrow 2 pointing to?
3. What is the name of the street Arrow 3 is pointing to?
4. What room of what unit is Arrow 4 pointing to?
5. What unit is Arrow 5 pointing to? What type of door is it?
6. What trades are involved with the construction of the assembly Arrow 6 points to?
7. What is the ICI # and finish at the location Arrow 7 points to?
8. What detail would you use to construct the column that Arrow 8 points to?

9. What unit number contains the refrigerator that Arrow 9 points to?
  
10. If you looked out the window that Arrow 10 points to, what would you see?

School Name: \_\_\_\_\_



Ocean West Framing

Request for Information RFI #13

1. Please provide the elevation at the top of plywood at the 3<sup>rd</sup> floor level at Unit 311. Show all work and calculations.
2. Ocean West Framing Company ordered Type J2 joists to frame from load bearing to load bearing wall at Unit 311. Is this correct? Why or why not?
3. Ocean West Framing Company ordered joists that span a maximum of 12'-0" for the framing of the ceiling at the entry of Unit 209. Will these joists work? Why or why not?





**School Name:** \_\_\_\_\_

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**ASSIGNMENT 1-1:**

After reviewing the schedule information given to you by the Superintendent (Exhibit 5A), the Project Manager asks you to group the activities in the correct sequence of construction within the categories given below.

The Project Manager also tells you that three critical activities are missing. Identify these activities and place them in the correct category in the correct sequence. Denote these three activities with an asterisk (\*).

Site Preparation

Interior

Structure

Finish Sitework

Exterior

Project Completion

5. Doors & Hardware – Your door and hardware subcontractor says his installation crew can install 34 doors complete with hardware per day in the apartment units (including closet doors), and they need an additional week to install all the other doors on the project. Your Superintendent thinks he’s being overly optimistic, so he tells you to add an additional 10% to the duration. How many days will it take to install all interior doors on the project?

ANSWER: \_\_\_\_\_

6. Cabinets & Millwork – Your millwork subcontractor says he needs 4 hours to install all of the cabinets and millwork in each 2-bedroom unit and 5 hours in each 3- and 4-bedroom unit. He needs one additional week to install the other millwork in the building. How long should the duration for cabinets and millwork be?

ANSWER: \_\_\_\_\_

7. Final Clean – Your final clean subcontractor says that each of his workers can clean 1,650 SF per day. His crew typically consists of five workers. How long will it take to clean the whole building? (Assume that the garage and sitework are not included.)

ANSWER: \_\_\_\_\_

8. Punchlist – On similar projects in the past, the punchlist process has averaged about 450 SF per hour. Based on this historical data, how long will it take to do the punchlist for this building? (Assume that the garage, circulation, and sitework are not included.)

ANSWER: \_\_\_\_\_

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**School Name:** \_\_\_\_\_

**ASSIGNMENT 1-2:**

In the Superintendent's schedule information (Exhibit 5A), several durations are missing and need to be calculated based either on historical data or subcontractor input. The Superintendent and Project Manager have requested that you determine these durations. Based on the parameters given in the questions below, calculate the missing durations.

*Note:*

- Durations must be in whole days; round up any partial days (e.g. if you calculate a duration to be 8.23 days, round it up to 9 days).
- Include your back-up calculations for possible partial credit.

1. Concrete Slab-On-Grade – Historically, your company has placed concrete slab-on-grade (including rebar installation) at an average rate of 17 CY/day. Based on this historical data, how many days will it take to install the slab-on-grade for this project?

ANSWER: \_\_\_\_\_

2. Framing – Your framing subcontractor says that this project will take 10,750 man-hours to construct. He says that he can start off with a crew of only 15 carpenters for the first three weeks, but he has promised that by the start of Week 4, he will increase the crew to 25 carpenters and maintain that crew size until the framing is complete. How long should the duration for framing be?

ANSWER: \_\_\_\_\_

3. Roof – Your roofing subcontractor says his six-man crew can install the roof at a rate of 800 SF/day. Your Superintendent really wants to get the roof installed so that he can start installing drywall, and he convinces the sub to increase his crew to eight men. Assuming that each roofer has the same production rate, how long will it take to install the roof?

ANSWER: \_\_\_\_\_

4. Windows – Your window sub says that he can install 18 windows/sliders per day. In addition, he needs two days at the front-end for mobilization and three days at the back-end for pick-up work. How long should the duration for window framing be? (Include Window Nos. 1.1 through 2.3 and Doors B.1 and B.2; do not include storefront.)

ANSWER: \_\_\_\_\_

**School Name:**

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**ASSIGNMENT 1-3:**

Based upon the information provided by the Superintendent and the information identified in Assignments 1-1 and 1-2, create a critical path network schedule which shows how the project can be completed within the contractually-allocated time period. Indicate the critical path, all logic ties, early start and finish date, and duration for each activity.

*(Attach schedule.)*

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## **2. DETAILED CHILD-CARE FACILITY SCHEDULE**

### **PREMISE:**

Per the original Contract, the Child-Care Facility was supposed to be delivered "shell-and-core" (no interior build-out or finishes provided). However, the Owner has now asked for the build-out of this space to be included. The Project Manager wants to accommodate the Owner's request; he has asked you to develop a detailed build-out schedule for this space. Note that all exterior walls have been built and all windows/storefront have been installed. The interior work can start no earlier than January 14, 2009, and it must be complete no later than April 23, 2009.

Based on this premise, complete Assignment 2-1 (below).

### **ASSIGNMENT 2-1:**

Determine the activities necessary to perform the build-out of the Child-Care Facility, and use these activities to create a detailed critical path network schedule for the build-out of this area. Include fifteen to twenty-five activities (no extra credit for more than 25 activities!). The start and completion dates must be as stated in the Premise. Indicate the critical path, all logic ties, early start and finish date, and duration for each activity.

*(Attach schedule.)*

**School Name:**

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