

# Architectural Consulting Group, LLC

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## Progress Report

August 8, 2011

8/9/11  
cc: Frank F.  
Ullman  
Jonathan  
Tim

Through end of this reporting period, progress at the three sites continued at a fair pace keeping much to the original contract schedule.

An additional supervisor was brought in at the insistence of the OPM, and he has quickly acclimated to the scope of work. An improvement in the quality control was noted.

Submittals still were outstanding on a few minor items like glass shelf for baths, and medicine cabinets due to originals not being able to be used due to depth of wall. The lighting package still has a couple of fixtures missing due to unavailability of specified products.

Site work was ramped up and great progress was made to grading and loam spreading, although not complete at months end.

The issue of extra work and credits was discussed and continued, and awaits OPM negotiations with contractor to keep job within budget. Extra services provided by the OPM due to contractor delay will be back-charged to the contractor by the Town at end of contract.

It appears that at this time the project is on track for quality, schedule, and budget, although it is being watched constantly by owner team including committee members for compliance.

Respectfully submitted,  
Michael Josefek, OPM