**NameXXXX Project Debrief**

**Project Demographics**

* **Project Objective**
  + Upgrade facility to enhance usability
  + Enlarge space for growing programs
  + Create a modern facility to retain and attract students
* **Building**
  + XXXXX Hall originally constructed in 1958
  + Original square footage of approximately 13,193
  + Current use: XXXXXX Programs
  + Renovation project consisted of full renovation and alteration of existing facility and construction of approximately 2789 square feet of additional space

**Project Organization**

* **Design** 
  + Designer: ASA Architects
  + Programming and Schematic design in 2013 and 2014
  + Design Development in 2015 based on a Maximum Allowable Construction Cost (MACC) of $1,400,000.00
  + Final construction drawings were received on Month XX, 20XX.
* **Funding/Budget**
  + Original Funding of 2,000,000 in 2014 through GOB allocations
  + Additional funding of $600,000 was requested from the Higher Education Department and State Board of Finance and was approved on Month XX, 20XX.
  + BRR funds from various years
  + Department added funds and gifts
  + Total project cost $X,XXX,XXX
  + Final construction cost $X,XXX,XXX
* **Procurement** 
  + Invitation to bid was advertised on Month XX, 20XX and bid opening on Month XX, 20XX.
  + Winning bid exceed the MACC by 37% and was deemed unachievable within the current budget.
  + A second invitation to bid was issued on Month XX, 20XX and bid opening on Month XX, 20XX.
  + Winning bid exceed the MACC by 31% and was deemed unachievable within the current budget.
  + A construction contract was awarded to the winning bidder on Month XX, 20XX.

**Obstacles**

* **Project** 
  + Construction cost over budget
  + Redesign of the project was instituted to bring the project within the MACC
  + Project deadline of Month XX, 20XX with 10 day surplus
  + Recognized restrictions on site development (Nesting Season)
  + Unforeseen condition in the building consumed project contingency
  + Design error and omissions added to the construction cost
  + Approval of additional funding to cover budget overruns

**Logistics**

* **Construction** 
  + Construction activity began on Month XX, 20XX
  + Construction delayed by weather (4 days)
  + Schedule adjustment for long lead items
  + Added scope as change orders
  + Project reached substantial completion on Month XX, 20XX

**Lessons Learned**

* **Design**
  + Absences of involvement in programming and schematic design
  + Language in the Professional Service Contract required unrestricted additional compensation to design firm for budget increases.
  + Project suffered form design error and omissions that could be avoided through a comprehensive plan review.
  + The literature is unclear as to the extent of responsibility a design firm has.
* **Construction**
  + Constant review of the project schedule and identification of the critical path to keep project on schedule
  + Frequent site visits and frequent project status meetings to maintain adequate communication and proactive management approach

**Project outcomes**

* **What was successful?**
  + Project objectives were achieved
    - Facility was upgraded to enhance usability
    - Space was enlarged for growing programs
    - A modern facility was created to retain and attract students
  + Project was completed on time
* **What was unsuccessful?**
  + Keeping project within original budget
  + Minimizing change orders
* **What could be done differently?**
  + Comprehensive plan review process
  + Comprehensive review of A/E Probable Cost of Construction
  + Sacrifice items to cover change orders

**Summary**

The AiM XXXX NameXX Hall Building Renovation project took approximately X year to come to fruition. Although the project meet had to overcome may challenges, the project objective of creating a facility with usable space, meet the need of a growing program, and create modern facility to retain and attract students was accomplished. The lessons learned in design and construction must carry over to future projects, to ensure we all take a proactive approach to project management and used for continuous improvement.