Tuesday, July 21, 2026

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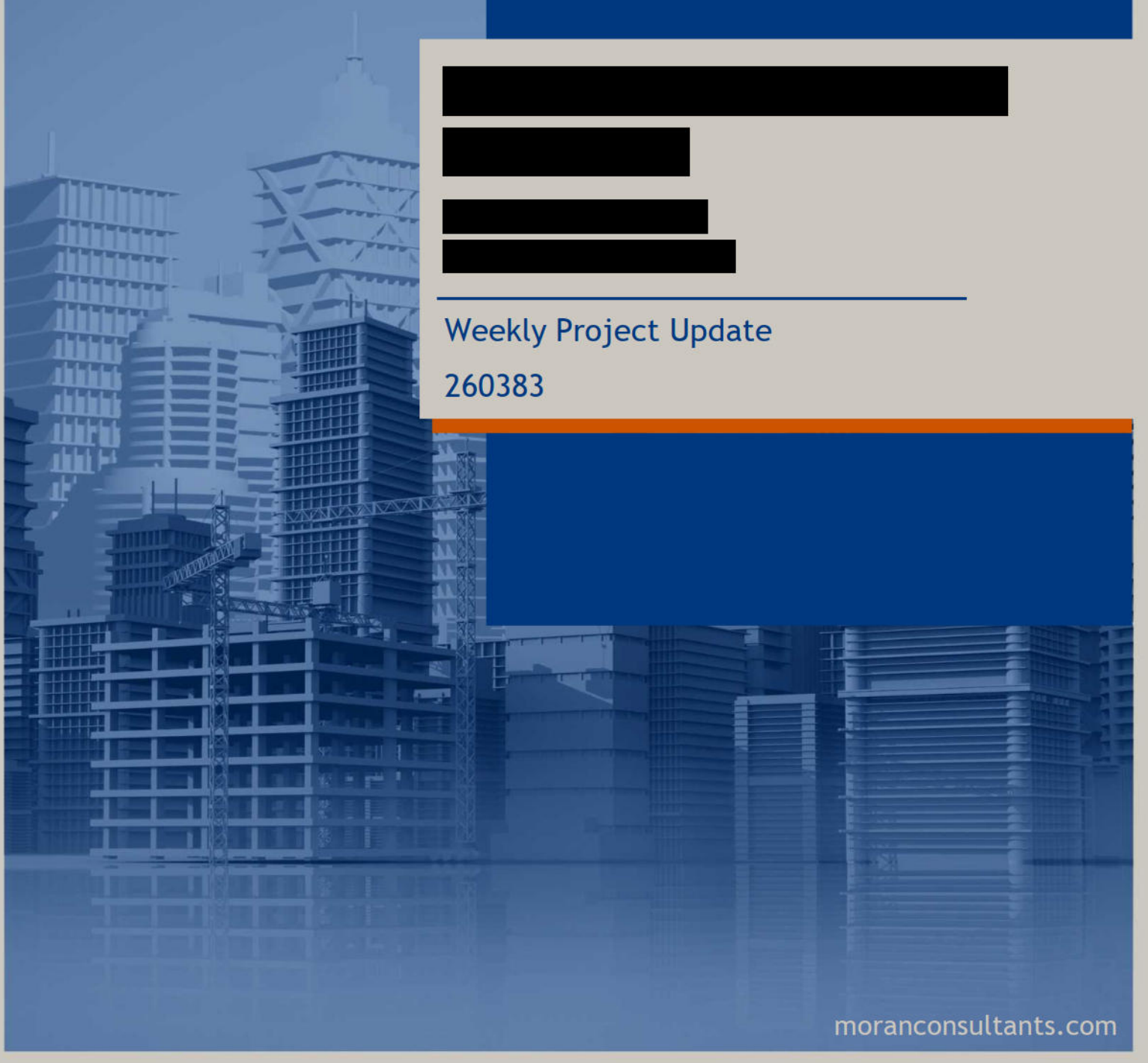
Weekly Project Update

260383



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DISTRIBUTION PAGE

TO:

[redacted]

Additional individuals of the engaged/co-engaged party to be included on the report distribution:

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Report Prepared By:

[redacted]

Russ Mabry

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*The above section titles can be clicked to bring you to the appropriate section.

PROJECT DIRECTORY

Role	Company	Name	Phone Number	Email Address
Architect	Architect Company	Jane Doe	(123) 456-7890	Jdoe@email.com
Civil Engineer	Civil Company	Jane Doe	(123) 456-7890	Jdoe@email.com
Superintendent	Construction Company	Jane Doe	(123) 456-7890	Jdoe@email.com
Project Manager	Construction Company	John Doe	(123) 456-7890	Jdoe@email.com
Interior Designer	Design Company	John Doe	(123) 456-7890	Jdoe@email.com
Owner Representative	Moran Consultants	Russ Mabry	(123) 456-7890	russ.mabry@moranconsultants.com

Action Items:

Action Item	Responsible Party	Due Date
Change Order(s)		
Change Order #1 - Unsuitable Soils	Ownership	08-10-2026
RFI(s)		
Rfl #1	Architect	07-31-2026
RFI #2	Architect	07-31-2026
Submittal(s)		
Submittal #1 - Countertops	Ownership	08-07-2026
Submittal #2 - Concrete	Ownership	08-07-2026
Submittal #3 - Interior Lighting	Architect	08-07-2026

Schedule:

Schedule Activity	Originally Scheduled Completion Date	Currently Scheduled Completion Date	MC Anticipated Completion	Schedule Activity Status	Comments
Site Mobilization	07-31-2026	07-31-2026	07-31-2026	On Schedule	None
Site Clearing and Grubbing	08-07-2026	08-07-2026	08-07-2026	On Schedule	None
Rough Grading and Building-pad preparation	08-14-2026	08-14-2026	08-14-2026	On Schedule	None
Install storm sewer, inlets and manholes	08-21-2026	08-21-2026	08-21-2026	On Schedule	None

Potential / Incurred Delays:

There have been no incurred delays on site to date.

Progress This Period:

Progress this period was good. The contractor mobilized the jobsite trailer and installed silt fencing. The site contractor began clearing and grubbing throughout the site. Sewer and water piping is staged on site for install.

PCOs/COs

Number	Date	Status	Amount	Day(s)	Description
1	07-26-2026	Pending	$200,000.00	0	Unsuitable Soils found at building pad.

Exterior Veneer and window installation substantially complete.

Exterior elevation.

Exterior finishes substantially complete.

Exterior veneer and window installation are substantially complete.

Landscaping substantially complete.

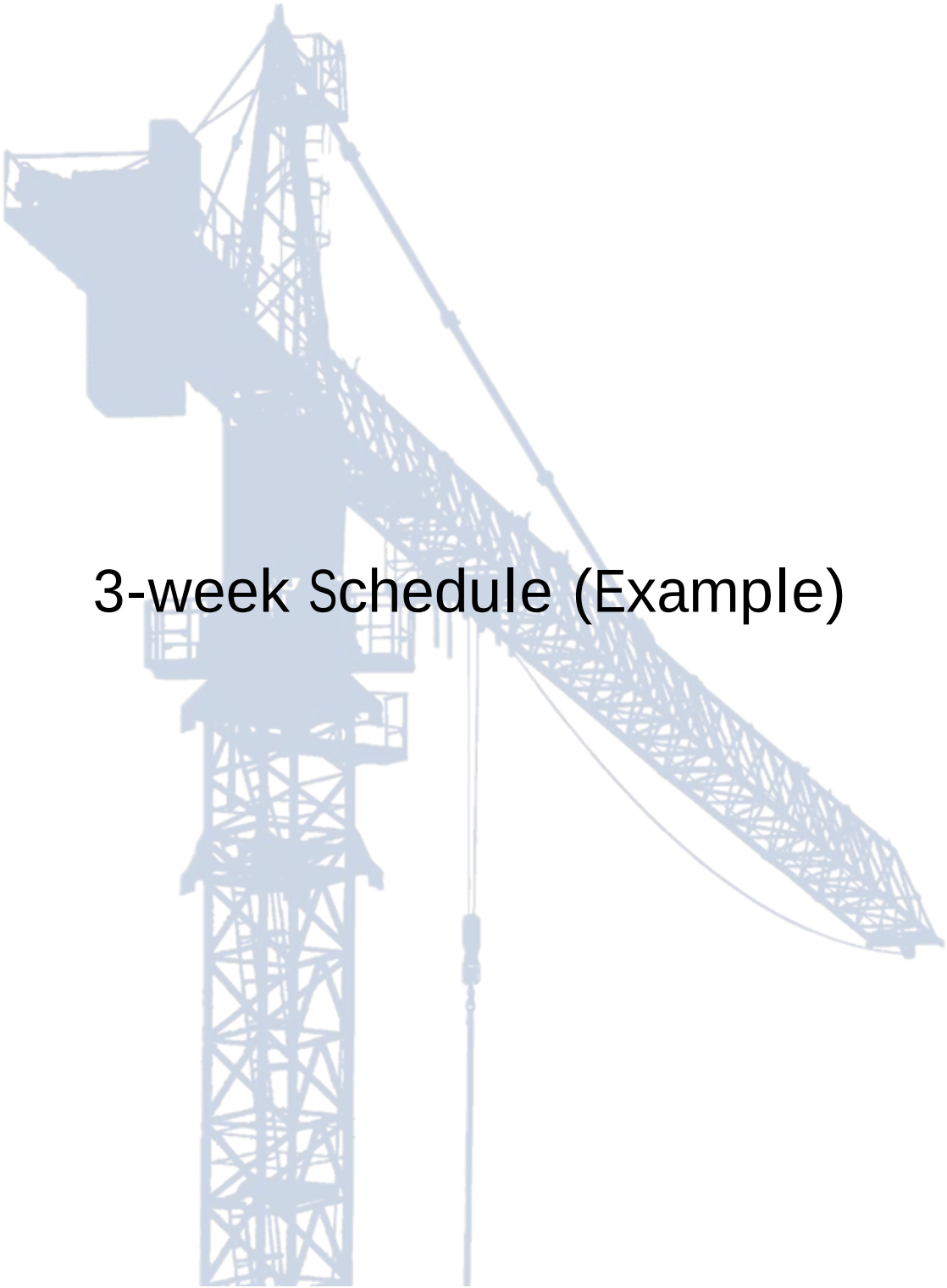
Parking lot striping and signage substantially complete.

Exterior veneer substantially complete.

Landscaping and striping substantially complete.

ATTACHMENT PAGE

3-week Schedule (Example)
Concrete Testing Reports (Example)
RFI Log (Example)
Change Order #1 (Example)



3-week Schedule (Example)

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Concrete Testing Reports (Example)

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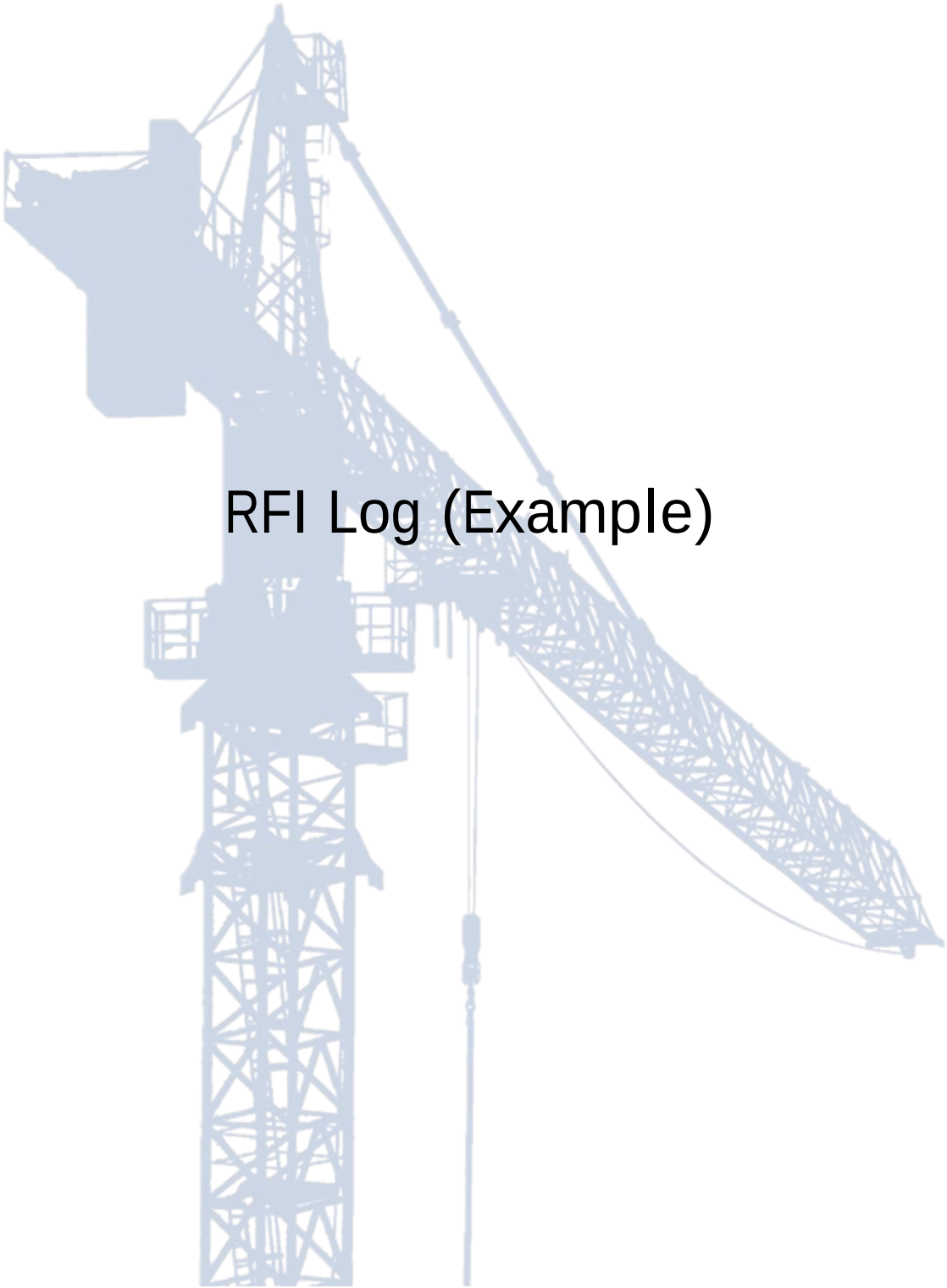

RFI Log (Example)

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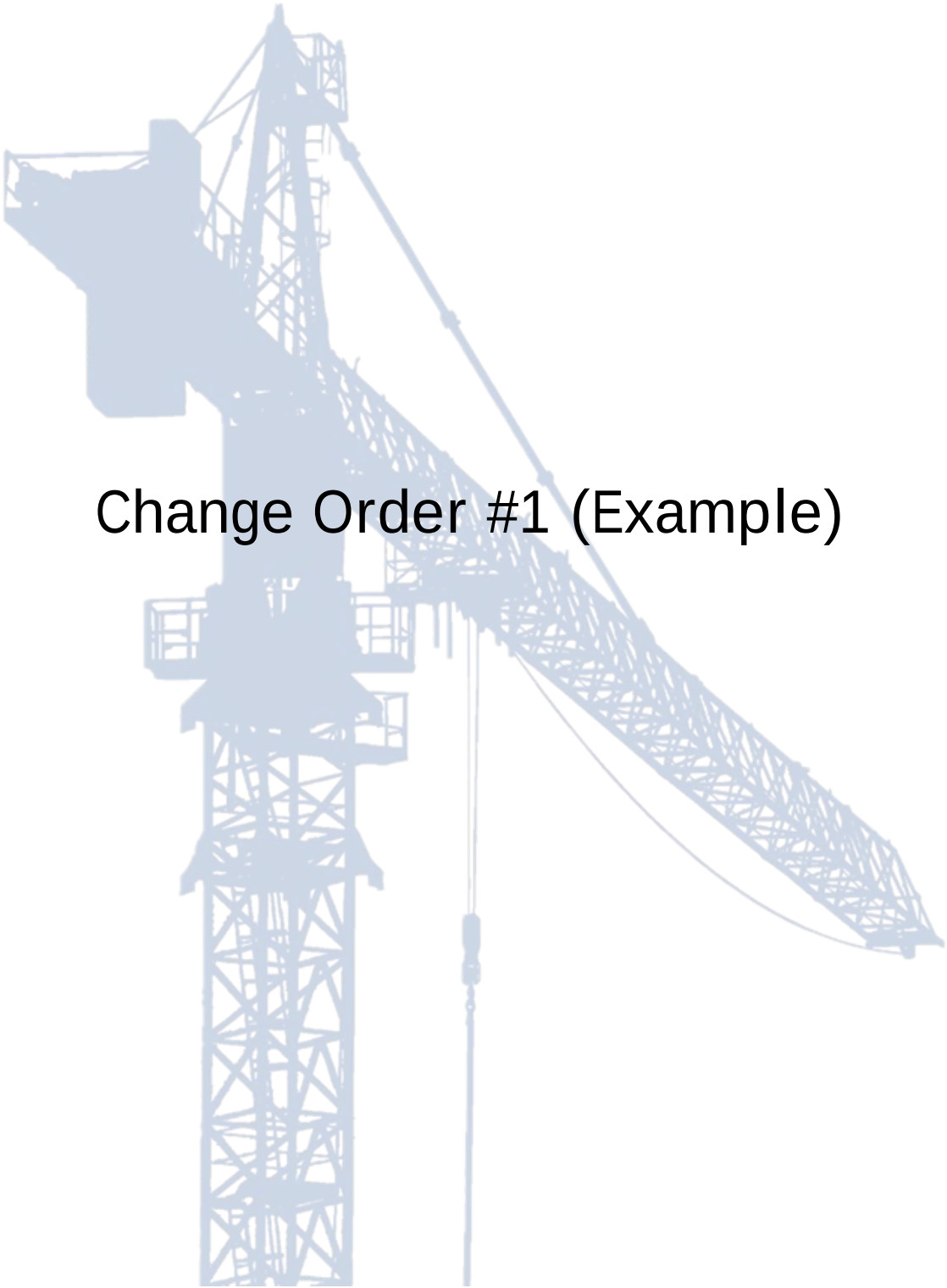

Change Order #1 (Example)

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