

To: Racheal Paige, Clearwood Community Association
From: Mitch Waterman, CMCA
Joint Partners, LLC
Date: January 23, 2021
RE: January 2021 Report: KPFF Contract

As of the date of this report, the KPFF project is performing as originally designed and intended. The contractor is fully engaged and responsive to questions and have met their schedule as agreed upon. The status of all three specific tasks are detailed below. In the COVID-19 world, response times are a bit problematic which has slowed down the 25% design review comments provided back to KPFF. We are in discussion on schedule extensions due to COVID-19 and currently do not expect a cost impact.

Task 1 critical decision response to KPFF will require close integration with the reserve study update. The completion of that update will determine what amount of funding would be available in future years to assign to this Water and Road capital project.

Task 1: Capital Roads Plan - Deliverables

1. 25% Design Review:
 - Design drawings were provided to CCA on December 15, 2020 on schedule.
 - CCA provided feedback to KPFF on January 22, 2021.
 - Review team found no significant errors or conflicts with KPFF initial design materials.
 - Requesting inclusion of water supply isolation valves.
 - KPFF has been in communication with NWS to incorporate the new Well 5/6 water line connection in their plan.
 - CCA maintenance is requesting we eliminate a non-looped water supply line on Woodside Drive.
 - KPFF on schedule to complete next Milestone as planned, however, they may extend based on number of comments we provided on the 25% design. A no cost extension in schedule will have no impact on project.
2. 50% Design Review: **Critical Milestone – Due February 16, 2021**
3. 90% Design Review
4. Final Plan

Cost Status To-Date:

- Budgeted Cost for the Work Scheduled - \$12,580
- Actual Cost of the Work Performed - \$11,077
- Percent Billed 16.51% - contract is on schedule and within budget

Task 2: Site Evaluation of Three (3) Tennis Courts - Deliverables

1. Field Inspection – Completed on schedule.
2. Site Evaluation and Recommendation Report – Delivered to CCA on schedule.
 - Report provided review and analysis as contracted.
 - KPFF asked to resubmit report with preliminary cost estimates of work and potential options to reutilize courts for purposes other than tennis.

Cost Status To-Date:

- Budgeted Cost for the Work Scheduled – \$8,880
- Actual Cost of the Work Performed - \$5,328
- Percent Billed 60% - contract is on schedule within budget

Task 3: Determine Impact to CCA Due to Weyerhaeuser Compliance to Regulatory Requirements – Deliverables

1. Site Inspection: February 8, 2021
2. Field Survey: February 26, 2021
3. Initial Risk Assessment: April 1, 2021
4. Meet with CCA to Review Risk Assessment: **Critical Milestone – April 14, 2021**
5. Final Report: May 5, 2021

Key Points of Information:

- As previously reported, Weyerhaeuser (WH) informed KPFF that they have not yet determined their compliance plan forward.
- Within the last 30 days WH has informed KPFF that their schedule now projects work will start in the Summer of 2022.
- This delay has complicated and delayed KPFF by not having a clear understanding of risk on which to base their design calculations.
- KPFF has begun preliminary office design work. They plan on performing a site visit and survey in February to collect required data which will enable a detailed downstream impact analysis when WH’s plan forward is determined.

Cost Status To-Date:

- Budgeted Cost for the Work Scheduled – \$2,700
- Actual Cost of the Work Performed - \$00.00
- Percent Billed 0% - contract is on schedule within budget (first milestone not due complete until February 2, 2021)

Owner’s Representative Summary January 2021

- ✓ Task 1 is tracking to schedule and within budget with no perceived risks at this point in the project.
- ✓ Task 2 is tracking to schedule and within budget with no perceived risks at this point in the project. The report was slightly deficient, and when noted to KPFF, they readily agreed to reissue in short order.
- ✓ Task 3 has not yet had its first milestone so there is no means to determine if it is on schedule or within budget.
 - WH not having a defined plan on their regulatory compliance design/plan will be an impact to KPFF’s deliverable.
 - The Owner’s Representative (Waterman) will reengage both WH and the regulators to discuss WH’s schedule as per the original agreement in summer of 2020.



Project: Clearwood Community Association
 KPFF Project #: 10182000091
 Date: Tue 1/19/21

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| Task | | Summary | | Inactive Milestone | | Duration-only | | Start-only | | External Milestone | | Manual Progress |
| Split | | Project Summary | | Inactive Summary | | Manual Summary Rollup | | Finish-only | | Deadline | | |
| Milestone | | Inactive Task | | Manual Task | | Manual Summary | | External Tasks | | Progress | | |