

LaSolana at *The Grand* Painting Project Organization

Phase I: Concept Design

- A. Color Vision to develop Painting Schemes and Color Schemes
- B. Present alternatives to owners, evaluate responses and chose a color and scheme
- C. Paint a smaller building or portion of a larger building for evaluation of paint coverage and confirm color scheme and color.
- D. Make a decision on Scheme and Colors

Product: A painting scheme and color choices.

Participants: LS Board, Owners, Color Vision (Color Consultant) and CIFP (Painting Consultant).

Phase II: Design Development

- A. Define Project Scope
Specific project components identified (buildings, walls, fences, carports and misc. metals). Phases and sequences decided.
- B. Pre-painting patching, repairs and cleaning defined.
- C. Protection and/or removal of items attached to walls to be painted.
- D. Consideration of necessary protocols and interaction with owners and residents.

Product: A painting project plan

Participants: LS Board and CIFP

Phase III: Project Bid Documents

- A. Make final decisions on the scope of work, material specifications and other project requirements to submit to prospective bidders.
- B. Define bidding procedures and contract requirements.
Walk thru, Bid due dates/time, submittal requirements
- C. Select list of interested and qualified bidders to solicit bids from.
- D. Explain vetting requirements through City Properties (insurance etc.)

Product: Bid Documents prepared and printed for distribution. Documents may include photos, drawings, specifications and description of project requirements.

Participants: LS Board, City Properties and CIFP

Phase IV: Bidding

- A. Invite pre-qualified Bidders and distribute Bid Documents
- B. Lead pre-bid walk through
- C. Accept Bids and recommend award for Board consideration and decision
- D. Notify selected contractor, confirm CP vetting and transmit contract to Board for acceptance
- E. Work with owner and selected contractor on project schedule, protocols and sequence of work
- F. Negotiate with the low bidder as might be necessary relative to Association budget planning and contractor schedule of work/payments.

Product: Contract Award to best qualified bidder

Participants: LS Board, City Properties and CIFP

Phase V: Painting Project Administration

- A. CIFP to lead pre-painting meeting with owner and contractor
- B. Check on progress , performance and compliance with specifications
- C. Receive and review payment applications and recommend payment
- D. Attest to compliance with the contract requirements, acceptance of the work and project closeout protocols.

Product: Completed project

Participants: LS Board, City Properties and CIFP