## Coquille Indian Housing Authority Kilkich Accessible Housing Construction and Rehabilitation Project Preliminary Implementation Plan

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Tasks	<u> </u>			(	CY 201	10						CV 1	2020	Doba	abilita		chedu		Inits					v 202	1 Co	nctru	ction	of Nov	/ Units			
Tasks	Apr	May	lun				Oct	Nov	Dec	lan	Feh								Oct No	v Dec	lan	Feb								oct N	JOV F	)er
Assemble development team	, .p.	,	3 0.11	54.	7 1008	ССР	000		500	3411		11101	7.10.	······	34.1	3 (1)	7.00	ОСР		. 500	54.1			, .p.		J G	Ju.	7100	С	-	0. 0	
Planning																														$\top$	+	
Site evaluation and mapping																																
Conduct preliminary environmental review																																
Prepare preliminary design																																
Prepare preliminary budget																																
Request funding																																
Conduct environmental review																																
Prepare construction environmental review record																																
Update rehabilitation environmental review record	1																													_		_
Schematic design																														_	$\perp$	
Energy Trust review and recommendation	1																													+		
Design development																																
Prepare site grading and layout plan																																
Prepare architectural plan, sections, and details																																
Prepare structural plan and details																																
Prepare final material and product specification information appropriate for																																
competitive bidding and construction																																
Prepare preliminary work schedule Determine construction insurance requirements	1																															
· ·																																
Prepare bid documents Invitation to bid	1																															
Bid forms	1																															
Instruction to bidders																																
General Conditions of the Contract for Construction, Supplemental Conditions																																
and other requirements																																
Prepare final estimate of probable construction costs based on the final bid ready																																
drawings																																
Procure construction services	$\vdash$																													+	+	_
Research and target Section 3, Indian-owned, and locally-owned businesses																																
Solicit bids																																
Conduct pre-bid conference																																
Respond to inquiries by bidding contractors concerning the intent of bid documents																																
Prepare addenda modifying the requirements of the bid documents as necessary to																																
clarify the intent of the bid documents																																
Analyze bids																																
Research contractor qualifications																																
Select contractor																																
Value engineering (if necessary)																																
Obtain liability and builder's risk insurance																																
Obtain permits																																
Update capital budget																														_		
Prepare and execute contract documents	1																													_		_
Conduct background checks on contractor and subcontractor employees in accordance																																
with Tribal law																														_	$\perp$	_
Conduct pre-construction conference	1																													+		
Review final work schedule, shop drawings, product submittals, and proposed																																
subcontractors	igwdot																													+	+	_
Site prep	$\vdash \vdash$				1	-	<b>.</b>	-					<b> </b>								-									+	+	_
Construction	$\vdash \vdash$				1	-	<b>.</b>	-					<b> </b>								-									+	+	_
Monitor and inspect work in progress	$\vdash$			-	1	1	-		$\vdash$		1										1									+	+	_
Respond to contractor requests for information	$\vdash$			-	1	<del>                                     </del>		-	$\vdash$												1									+	+	_
Conduct progress meetings	$\vdash$			-	-																1									+	+	_
Issue progress payments Issue progress reports	$\vdash$			$\vdash$	1	<del>                                     </del>			$\vdash$												1									+	+	_
Conduct tours and demonstrations	+					<del>                                     </del>			$\vdash$																					+	+	_
Landscaping	+				$\vdash$	<b> </b>		<b> </b>	$\vdash$								<b> </b>	<del>                                     </del>			1	<b> </b>			1					+	+	_
Tenant selection	+				1	1	1	<b> </b>									1	<b> </b>			1	<b> </b>	-		1		$\vdash$	-		+	+	-
Update property insurance	$\vdash$				1	1	1		$\vdash$								1				1				1			-		+	+	_
Ensure as-builts received	$\vdash$					<u> </u>											<u> </u>													+	+	-
Ensure all manuals, warranties, and other documentation received	$\vdash$					<u> </u>											<u> </u>													+	+	=
Establish maintenance schedules based on warranty requirements	$\vdash$					<u> </u>											<u> </u>													+	+	-
Tenant move-in					1	1	1	<b> </b>									1	<b> </b>				1			<b>†</b>						+	-
Grant reporting	$\Box$						1																					$\dashv$		1		
						1					•	1			1		1	1							•			1		1		