

## Summary Progress Report

Project Name:	Greenfield
Project Address	12 Elm Street, Avondale, Auckland 1026
Report Date:	June 3, 2024
Reporting Period:	June 3, 2024 - June 15, 2024
Prepared by:	Damien Munroe, Construction Manager

### Summary

The Greenfield project continues to progress as scheduled and within budget. The foundation work has been completed, framing is underway, and key milestones have been achieved without significant issues. We are on track to meet our next major milestone: the completion of the roofing phase by July 15, 2024.

### Work Undertaken

- Final grading and excavation were completed.
- Foundation work, including the pouring of concrete and installation of rebar, has been completed.
- 50% of the framing has been completed for both the ground and first floors.
- Initial underground utilities (water, sewer, and electrical conduits) have been installed.

### Work Planned for Next Period

- Completion of framing for all floors.
- Start of roofing installation on July 6.
- Begin rough-in work for electrical and plumbing systems.
- Delivery and installation of windows and doors is scheduled for July 12-20.

### Schedule

Milestone	Planned Date	Actual Date	Status
Site preparation	May 15	May 14	Completed
Foundation completion	June 54	June 4	Completed
Framing completion	July 5	Pending	On Track
Roofing completion	July 15	Pending	On Track
Rough-in electrical/plumbing	July 20	Pending	On Track
Windows and doors installation	July 20	Pending	On Track

## Budget Status

Category	Budgeted Materials	Budgeted Labour	Total Budgeted	Spent	Variance
Site Preparation	\$20,000	\$30,000	\$50,000	\$48,000	+\$2,000
Foundation	\$30,000	\$70,000	\$100,000	\$103,000	-\$3,000
Framing	\$50,000	\$100,000	\$150,000	\$75,000 (50% complete)	On budget
Plumbing	\$20,000	\$30,000	\$50,000	\$2,000 (5% complete)	On budget
Project management		\$60,000	\$60,000	\$10,000	On budget

## Issues

- There have been minor delays in material delivery due to transportation issues. The work schedule was adjusted to prioritise tasks not dependent on delayed materials. There was no impact on overall project timeline.
- Unforeseen underground utilities were encountered during excavation. This was resolved by coordinating with the utility company for safe removal and rerouting.

## Health and Safety

- No safety incidents reported during this period.
- Ongoing safety training sessions held for all site workers.

## Contact Information and Sign-Off

For any questions or further information, please contact Damien Munroe, Construction Manager  
Email: [dmunroe@fht.co.nz](mailto:dmunroe@fht.co.nz)  
Phone: 027 36629910

This progress report outlines the current status, completed work, upcoming tasks, and key issues for the Greenfield project. Please review and let me know if there are any questions or concerns.

Best regards

Damien Munroe  
Construction Manager