

**Program Administrator Report
Triumph Gulf Coast Board Meeting
August 27, 2025**

The Triumph Gulf Coast staff continues regular work with grantees on the implementation of 66 active projects, with an additional 15 projects closed, totaling over \$728,000,000 in grants approved. Staff monitors and reviews projects for compliance and processes requests for funds on an ongoing basis, and continues to work with applicants and potential applicants, to review pre-applications, applications and to negotiate agreements.

Triumph staff regularly participates with the region's economic developers in meetings and at site visits with prospective companies and continues to meet regularly with workforce education grantees.

Pre-Applications

As of Tuesday August 19, 2025, Triumph Gulf Coast had received 358 Pre-Applications totaling over \$3,015,500,000 in requests. Pre-applications 360 and 362 are recommended as statutorily eligible. Additional information is needed for 361. ***Staff recommendation of statutory eligibility does not guarantee grant funding.***

360 Franklin County BOCC, Haney Aviation Academy	\$250,000 Franklin
361 Gulf Coast State College, Gulf Coast Guarantee	\$10,000,000 Bay
362 City of Pensacola. Pensacola Industrial Park and Inland Port	\$15,000,000 Escambia

Applications

As of Tuesday August 19, 2025, Triumph Gulf Coast had received 159 Applications totaling over \$1,534,00,000 in requests. *Five Applications, not including agenda items and projects previously presented to the Board, are available for review.* New applications received:

327 Gulf County School District, Digital Technology	\$6,886,150 Gulf
360 Franklin County BOCC, Haney Aviation Academy	\$250,000 Franklin

Triumph staff proposes that the Board authorize counsel and staff to negotiate a Term Sheet with:

323 University of West Florida, IA(2) Research for Tomorrow	\$32,515,120 Escambia
327 Gulf District Schools, Digital Technology Training	\$6,886,150 Gulf
339 Tallahassee State College, Wakulla Workforce Development	\$10,008,326 Wakulla
353 Pensacola State College, Workforce Training Center	\$3,250,00 Escambia
360 Franklin County BOCC, Haney Aviation Academy	\$250,000 Franklin

Triumph staff proposes that the Board Approves a grant award agreement with:

355 Florida's Great Northwest, FGNW: United Forward	up to \$4,777,000 ALL
344 Bay BOCC, Project Clear	up to \$3,750,000 Bay

August 2025 Project Status Snapshot

Staff has developed a project status snapshot document to provide members with an overview of each project. This document reflects the most recent quarterly reports and/or field visits for each project

June - August 2025 Construction Report

Staff continues to review and approve construction bid documents, contracts, change orders and/or task orders for projects. Staff reviewed Grantee Annual Reports.

Budget Modification

200 Franklin Schools, Workforce Training – \$13,001 Equipment to Salaries

Deobligation

343 Wakulla BOCC, Project Boomer \$2,100,000

Certificate Modification

270 NWFSC, Nursing – added EKG Technician

2025 Q2 Construction Reports

46 Okaloosa County, Crestview Bypass
48 Wakulla BOCC, Emergency Communication System
120 City of Pensacola, Aircraft Maintenance Campus
185 City of Panama City, Industrial Complex
209 Santa Rosa, I-10
230 Walton School District, IT & Healthcare
251 Santa Rosa BOCC, Milton Interchange Park
270 NWFSC, Nursing Education Expansion
282 Gulf Coast State College, Nursing
293 UWF, Nursing and Respiratory Therapy
315 City of Pensacola, American Magic
318 Santa Rosa School District, Center for Innovation
333 Franklin BOCC, First Responder Communications
356 Okaloosa County, Project Opal

		Construction	Construction	Construction	Construction		Metrics	Metrics	Metrics	Metrics	
#	Grantee	Project Name	Ahead	On Track	Delayed	Completed		Ahead	On Track	Delayed	Completed
Infrastructure, Ad Valorem, Emergency Response & Promotins Grants											
43	Okaloosa County	Hwy 90 East Water and Sewer Expansion*				X					X
46	Okaloosa County	Southwest Crestview Bypass*		X				X			
48	Wakulla County	Emergency Radio System		X				N/A			
49	Panama City Port Authority	Port Panama City Eastern Terminal				X		X			
72	Santa Rosa County BOCC	Whiting Aviation Park				X		X			
120	City of Pensacola	Comm. Aircraft Maintenance Campus*		X				N/A			
185	City of Panama City	Panama City Industrial Complex		X				X			
190	Walton BOCC	US 331 Infrastructure*				X					N/A
191	Franklin County BOCC	Apalachicola Regional Airport Fuel System Upgrade				X		N/A			
209	Santa Rosa County BOCC	NWFL Industrial Park at I-10		X				X			
227	Panama City Port Authority	Intermodal Distribution Center Expansion				X					X
240	Santa Rosa County BOCC	Santa Rosa Industrial Park East (SRIPE)				X		N/A			
186	Gulf County Board of County Commission	Hurricane Michael Recovery Ad Valorem Request		None							X
189	Bay County Board of County Commission	Hurricane Michael Recovery Ad Valorem Request		None							X
213	Florida's Great Northwest (FGNW)	Education ROI Research and Marketing		None							
237	Port St. Joe Port Authority	Dredging of Shipping Channel		X				X			
251	Santa Rosa County BOCC	Milton Interchange Park		X				X			
259	PEDC	Project Pioneer		None				X			
258	Bay County Commission	Project Lightning Strike				X		X			
273	Bay County Commission	Project Cast		None						X	
284	City of Defuniak Springs	Center for Emerging Professional Technologies in Aviation		X							
315	City of Pensacola	American Magic		X				X			
296	NWFL Beaches Airport	Project Maple		X				X			
291	PEDC	Project Laser		X				X			
320	Visit Florida	Adventure Within Reach		None				X			
324	Walton BOCC	Public Safety Communications System		X				X			
331	Santa Rosa County BOCC	Bagdad Distribution Building		X				X			
333	Franklin County BOCC	Emergency Radio System		X				X			
338	NWFL Beaches Airport	Project Spinner		X				X			
345	Wakulla County BOCC	Project Safety		X				X			
350	Santa Rosa BOCC	Project Turbo		X				X			
356	Okaloosa County BOCC	Project Opal		X				X			
Workforce/Education Grants											
29	Wakulla County School Board	Career and Technical Education Center*				X					X
69	FSU Marine Lab	Apalachicola Bay System Initiative*		X					X		
98	Walton County Sheriff/ECTC	Vocational/Technical Training Program*				X		X			
143	Bay District Schools	HVAC*				X					X
148	Gulf District Schools	Agri-Science Program Expansion*		None						X	
153	Gulf County School District	Unmanned Systems*		None				X			
157	Franklin County School District/ABC Schools	Career and Technical Training, Phase I*				X		X			
180	Gulf County School District	WHS Welding Program*		None				X			
198	Wakulla County School Board	UAS/VSO Certification Program*		None				X			
187	Northwest Florida State College	Walton Works Training Center of Excellence*				X		X			
200	Franklin County School District	Career and Technical Training, Phase II*		None						X	
202	Gulf Coast State College - Gulf/Franklin County	Tech Center for Emergency Response and Comms				X		X			
206	AMKkids Panama City Marine Institute	Unmanned and Construction Certification Program		None						X	
207	Gulf Coast State College - Gulf/Franklin County	Nursing Simulation Center				X		X			
210	Gulf Coast State College	UAS Pilot Boot Camp for Exiting Military		None							X
211	Pensacola State College	Truck Driver Training Expansion		X				X			
215	Wakulla County School Board	Wakulla/Lively Tech A&P Cert Program		None							X
216	Northwest FL State College	Center of Aviation Excellence: Airframe & Powerplant		None				X			
217	AMKkids Pensacola Inc.	AMKkids Pensacola Workforce Development Program		None							X
221	Locklin Technical College	Hurricane Michael Skilled Labor Recovery Fund		None							X
222	Okaloosa Technical College	Hurricane Michael Skilled Labor Recovery Fund		None							X
223	Emerald Coast Technical College	Hurricane Michael Skilled Labor Recovery Fund		None							X
224	Wakulla County School Board/Lively Tech	Hurricane Michael Skilled Labor Recovery Fund		None							X
228	Pensacola State College	Infrastructure and Logistics Training Fund		None							X
229	Tallahassee Community College	Infrastructure and Logistics Training Fund		None							X
230	Walton County Schools	IT & Healthcare Certification Program			X			X			
233	IHMC	Center for Human Healthspan, Resilience and Perform		X				X			
243	Okaloosa School District	AI Learning Institutes		None				X			
244	Bay District Schools	Thunderbird Tech Program		None				X			
246	Florida State University - Panama City	Cybersecurity and New Technologies/ASCENT		None				X			
257	Pensacola State College	Cybersecurity and IT Programs Expansion				X		X			
264	Wakulla County School Board	War Eagle Career Academy				X		X			
265	Florida State University - Panama City	FSU - PC Collegiate Lab School		None				X			
271	Okaloosa School District	Nursing Expansion		X				X			
270	Northwest FL State College	Nursing Program Expansion				X				X	
282	Gulf Coast State College	Nursing Program Expansion		X				X			
293	University of West Florida	Nursing Program Expansion		X				X			
297	PRIDE Enterprises	Construction Trades Training		N/A				X			
299	Pensacola State College	Deisel Mechanic Training		X				X			
317	Pensacola State College	A&P		X				X			
318	Santa Rosa County District Schools	Center for Innovation		X				X			
319	Warrington Prep Academy	Rocketing to the Future		X					X		
312	Florida State University	InSPIRE		X				X			
326	Okaloosa Technical College	OTC North		X				X			
332	Escambia County School District	J.M. Tate High School		X				X			
330	University of West Florida	Watercraft and Vessel Engineering (WAVE)		X				X			
	* 6 month COVID Extension Granted										
	N/A - Not Applicable (Metrics not due at this time)										

Construction and Contract Compliance Review for Triumph G.C. Board Meeting August 27, 2025.

The following items reflect contract, construction, quarterly reporting, and review activity since June 08, 2025, by the Triumph Construction Review Team. This report is for the August 27, 2025, Triumph Gulf Coast Board Meeting.

#046 Okaloosa County- Southwest Crestview Bypass

- Reviewed the 2nd Quarter, 2025 Construction Progress Report: C.W. Roberts Contracting, Inc. for Phase I-IV made a claim for additional costs incurred in Phase I-IV which is complete. CEI Engineers (Design Consultant) and County Staff are evaluating the merits of the claim. The Contractor for Phase V and the East-West Connector Anderson Columbia, Inc. is still progressing smoothly and on schedule for their construction activities. The Grantee provided a very detailed and comprehensive Engineering Construction update. The report appears thorough and acceptable to Triumph.

#048 Wakulla County Emergency Communications Public Radio System

- Reviewed the Wakulla County "TUSA" Monthly Construction Status Reports for April, May and June, 2025. Wakulla County has cutover all sites to the new system and successfully completed the functional Acceptance Testing and Coverage with validated results. The final project task is for Motorola to submit closeout documentation, as-built drawings and pay request for final review and approval. The monthly reports appear acceptable to Triumph.
- Reviewed the 2nd Quarter, 2025 Construction Status Report. The six (6) communications tower location sites are all completed/confirmed and online. Motorola, Mobile Communications America and Wakulla County Staff are actively monitoring all six (6) towers. Coverage testing has been completed and validated with results shown in Quarterly Report. The first system upgrade and console platform changes are scheduled to be completed in September 2025. The Quarterly Report appears acceptable to Triumph G.C.

#120 City of Pensacola Comm. Aircraft Maintenance Campus- Project Titan

- Reviewed the following submitted documents:
 1. 25-034 draft bid tabulation (tabulation of all the bids showing Panhandle as the lowest bidder)
 2. 25-034 Panhandle proposal/bid.
 3. Letter from Avcon recommending contract award to Panhandle.The documents appear acceptable to Triumph G.C. and comply with the grant conditions.
- Reviewed the 2nd Quarter Report. The Funding Status showed cost incurred thru March 31, 2025. Requested Grantee submit the updated table for costs incurred through June 30, 2025. The remaining report appears acceptable to Triumph G.C.
- Reviewed the executed Standard form of Agreement Between Owner and Design-Build Contractor- Lump Sum dated Aug. 1, 2025, for Hanger 4 of Project Titan at Pensacola Airport, between the City of Pensacola and Wharton-Smith, Inc. in the

amount of \$32,187,000. The contract is complete and appears acceptable to Triumph G.C.

#185 City of Panama City/Eastern Shipbuilding Group

- Reviewed the 2nd Quarter 2025 Construction Progress Report. All individual projects have been completed, with exception of the "Fender and Bumper Project" which is in process and being constructed offsite and is delayed. Both Offshore Patrol Cutter #1 and OffShore Patrol Cutter #2 are on schedule with their respective Delivery and Launch Dates. The report appears acceptable to Triumph.

#209 Santa Rosa BOCC, Interstate-10 Industrial Park

- Reviewed Santa Rosa BOCC Interstate-10 Industrial Park, Phase 3 Invitation To Bid (ITB.) The Draft "ITB #25-040" included Notice to Respondents, Bid Instructions, Submittals & General Requirements, Scope of Work, Draft Construction Contract and 100% Submittal Drawings dated January, 2025 Baskerville Donovan, Inc. Engineers. The documents included in the ITB are complete, thorough, complies with 255.0525 f.s., and appears acceptable to Triumph. Following Contractor bid opening, dated 100% signed/sealed drawings and specifications from Baskerville Donovan Engineers with Bid Tabulation Sheet and draft Construction Contract between Santa Rosa BOCC and low bid contractor are to be submitted for Triumph review.
- Reviewed 2nd Quarter, 2025 Construction Progress Report. The Topographic Survey Review, Roadway/Drainage Design, Water/Sewer Design and all Permitting Services are 100% Complete. Construction Documents have been approved by Triumph and the Construction "Invitation To Bid" is in process. The Quarterly Report appears up to date and acceptable to Triumph G.C

#230 WCSD- Magnet Innovation Center- ECTC Nursing Project

- Reviewed the Certificate of Occupancy from the Walton County Building Department for the new construction/addition of Building #600, ECTC Healthcare Building. The facility is in use, classes and student testing were ongoing during May site visit. Renovations of Building #400 are ongoing.
- Reviewed 2nd Quarter, 2025 Construction Progress Report. The Magnet Innovation Center (Allstate Construction) work that was completed or was nearing completion during the 2nd Quarter, 2025 timeframe included drywall finishes complete, windows and storefront, canopy foundations, interior doors and plumbing trim out. The report appears to be up to date and acceptable to Triumph.

#243 Okaloosa School District- AI

- Reviewed the CTE AI Lab Project Bid Package and Revised Complete Bid Set June 10, 2025. **The file name submitted "Revised Complete Bid Set June 10, 2025", was different from the date on the submitted drawings** dated 3/22/2024. These dates vary from the List of Drawings dates in the Bid Package (Project

Manual) Attachment B, with dates 4/11/2024. **The Project Manual included in the Bid Package was not dated, the Architect was not identified, and the specifications were not signed and sealed by architect or engineers.** Triumph requested the Project Manual Section 01740 Warranties to include the Owner (School Board of Okaloosa County) as a warranted entity. **Requested Grantee submit the Architect Selection Process by Jacobs Titan as required by FS 287.055 for selection of DC Architects, including the advertisement RFQ, DC Architects submitted PQS, the selection rankings of RFQ respondents, and the Agreement between Jacobs Titan and DC Architects.**

- **After additional questions and review, Jacobs/Titan selection of DC Architects does not appear to comply with Okaloosa School Board Policies- Chapter 11- Facilities Selecting Professional Services, 287.055 f.s., and Triumph agreement conditions and requirements. DC Architects was not on a continuing contract for Professional Services with Okaloosa School Board. At this time, it doesn't appear that Jacobs/Titan solicited proposals for the AI Project following statutory selection processes. Triumph has repeatedly requested the selection evaluation / ranking documentation (required under 287.055 f.s.) of those Architects responding to the RFQ issued by J/T for the "building program for the 2018/2023 Capital Facilities Plan".**

251 Santa Rosa County BOCC, Milton Interchange Park

- Reviewed 2nd Quarter, 2025 Construction Progress Report. Robertson Underground Utility (Contractor) is currently on schedule with 56% of Stormwater Drainage System complete, 50% of 10" Water Line and 10" Wet Well Lift Station # One (1) completed with (#2 Station upcoming). This Quarterly Report showing Total Project Completion of 53% appears up to date and acceptable to Triumph.

#270 NWFSC, Nursing Education Project

- Reviewed 2nd Quarter, 2025 Construction Progress Report. Construction is 100% complete, furniture & equipment were installed in June following the Certificate of Occupancy issued in May. Facility staff have moved into their new offices and the building is being used for the Fall 2025 semester. Final pay request and closeout documents from Ajax Construction are under review by GMC Architects & NWFSC Staff. Triumph Staff were provided an exceptional tour showcasing the Advanced Nursing School by Dr. Tanya Beauregard on May 28th, 2025. This Final Construction Quarterly Report appears complete and acceptable to Triumph.

#282 Gulf Coast State College-Nursing & Healthcare Expansion Project

- The 2025 Q2 report was reviewed and acceptable to Triumph. The development of Design Narratives (Civil, Architectural, Structural, Mechanical, Electrical, Plumbing, Fire Protection), Room Data Sheets and Schematic/Education Specifications, Design Development Drawings are nearing 100%. This report appears acceptable to Triumph.

#293 University of West Florida- Nursing & Respiratory Therapy

- Reviewed the 2nd Quarter 2025 construction report. Renovation of Nursing Building #37 is 99% complete with the Escambia County Building Department and State Fire Marshall final Inspections being scheduled. The projected date for Nursing Facility/Staff to re-occupy Building was August 2025. This report appears updated and acceptable to Triumph.

#299 PSC Diesel Maintenance Facility

- Reviewed the 95% Drawings and Specifications for the PSC Diesel Maintenance Building. The submitted 95% documents appear acceptable to Triumph. Requested the signed and sealed, completed Construction Documents, and the Owner and Architect Agreement with the RFQ advertisement/public notice and architecture selection process with ranking, or continuing service contract with Architect.
- Reviewed the AIA A133 Standard Form of Agreement between Owner and Construction Manager.
- Reviewed the advertisement /notice of the RFQ and the RFQ for the At-Risk Construction Management Services, the list / selection ranking of firms submitting Qualification Packages for Construction Manager, and the AIA A133 Standard Form of Agreement between Owner and Construction Manager. The CM selection process and the Agreement Between PSC and Hanto+Clarke General Contractor appears to comply with Florida Statutes Chapter 255 and Triumph's agreement.
- Reviewed the RFQ for the At-Risk Construction Management Services for the new PSC Diesel Maintenance Facility, and the architect selection documents for the Workforce Development Education and Truck Driver Training Facility, selecting Bullock Tice Assoc., now Grace Herbert Curtis Architects. Grace Herbert Curtis Architects was selected as the architect under the reuse of design allowed by Florida Statutes, of the Truck Driver Training Facility for the new PSC Diesel Maintenance Facility to be constructed adjacent the Truck Driver Training Facility. The advertisement /notice of the RFQ for the At-Risk Construction Management Services, the list / selection ranking of firms submitting Qualification Packages for Construction Manager, and the Agreement Between PSC and Hanto+Clarke General Contractor, were requested for Triumph's review.

#315 City of Pensacola-American Magic Project

- Reviewed the executed Construction Manager at Risk (CMaR) Contract between the City of Pensacola and Greenhut Construction dated 4-16-2024, the 95% Construction Documents, GMP Report and Bidding Process dated December 19, 2024, Final Detail Estimate 12-20-24, and the 95% CD Estimate Budget (Permit Set), Scope of Work 12-

19-24. The total GMP including Change Order Proposal additions is \$18,496,026.00, which is less than the total project budget. The Contract Agreement and the GMP documents appear to comply with the grant agreement and are acceptable to Triumph.

- Reviewed the 2nd Quarter 2025 construction report. The 100% Construction Drawings were received in March 2025 and have been approved by the City of Pensacola. The Construction Manager (Greenhut Construction) has secured the necessary Building Permits from City Building Officials. Repair work on Warehouse #10 at the Port of Pensacola was completed this quarter. New Construction began in 1st Quarter, 2025 in parallel with the last phase of repair work. Construction progress (as of 6/30/25) is at 65%. The Project is on schedule with an anticipated completion date in the Fall of 2025. The report appears acceptable to Triumph.

#318 Santa Rosa County School District Center for Innovation

- Reviewed 2nd Quarter 2025 construction report updated July 31st, 2025: Construction of the Permanent Innovation Center Facility continues on schedule after the Construction Notice to Proceed was issued on April 30th, 2025. Substantial Completion Date is still scheduled in late November/early December, 2025. The Santa Rosa County Building Permit # BP-2025-661 and Joy Gordon Construction, LLC List of Subs is attached to this 2nd Quarter, 2025 Report. At this time there has been no Change Orders issued and Construction Progress is within Scope/Budget (photos attached). This Report appears Complete and Acceptable to Triumph G.C.

#326 Okaloosa County School District, Okaloosa Tech College.

- Reviewed Total Project Management (TPM) is being used for this project delivery. Total Project Management Services (TPM) is an exception to the project delivery system added to the Education Facilities State Statutes; it is not included in the Construction and Architecture / Engineering delivery section of state Statutes. All of the work goes through the TPM entity, Jacobs/Titan with a significant allowable mark up of costs. Using this TPM there is no independent 3rd party representing the owner or Triumph through the design and construction process, the Architect is contracted by the TPM. **It appears that there is no defined or mark-up limit allowed Jacobs / L-3, A Joint Venture, (now Jacobs/Titan) in the "Agreement for Total Project Management Services between the School Board of Okaloosa County, FL and Jacobs / L-3, A Joint Venture", dated Nov. 13, 2018.**
- Reviewed the OTC North Interior Renovation Project Bid Package, CD Drawings S&S dated 1/17/2025, and Jacobs Titan example contract uploaded to Smartsheet 6/11/2025. The Bid Package (Project Manual) was not dated, the Architect was not identified, and the specifications were not signed and sealed by architect or engineers. The Bid Package (Project Manual) Section 01740 Warranties did not include the

Owner (School Board of Okaloosa County) as a warranted entity. Requested to resolve items above and explain why it appeared that Contractor bid proposals will be privately opened with only bidding contractors present (Invitation to Bid), and not advertised as a public bid opening and if other Contractors, not listed, be allowed to prequalify to bid this project?

- Following the bid opening, requested Grantee submit dated signed and sealed (corrected) Revised Bid Package, any Addenda, with bid tabulation sheet and draft Contract Agreement Between Contractor and Jacobs Titan.
- Reviewed the revised Sections 00010, Invitation to Bid, and the 00100, Instructions to Bidders, for the Crestview OTC North Project, Warranty Letter, and the Consultants List for Program VI. These revised sections now provide directions on how to become a prequalified GC on the Program. The revised sections and Warranty Letter appear acceptable to Triumph.

#333 Franklin County BOCC, Phase I First Responder Project

- Reviewed 2nd Quarter, 2025 Construction Progress Report dated August 1st, 2025: The Phase I Request For Qualification "RFQ" Package for Design Criteria Consultant Services was approved by the Franklin County BOCC and Triumph. The County began advertising the "RFQ" May 22nd, 2025 with responses due June 30th, 2025 and to be opened at the July 2nd, 2025 Board of County Commissioners meeting. Requested Franklin County upload to Smartsheet the listing of respondents to the RFQ Advertisement, Selection Committee Ranking of Respondents showing the Number One selected Respondent along with grade sheet scoring in addition to the draft contract (when available) between Franklin County and firm selected as the most qualified respondent.

#356 Project Opal, Okaloosa County

- Reviewed the RFQ for CEI services by Okaloosa County. The RFQ appears to comply with Florida Statutes and Triumph agreement. The RFQ appears acceptable to Triumph.
- Reviewed a list of scope of work items presented by AVCON under site work eligible for grant funding and provided feedback.
- Reviewed the 2nd Quarter 2025 construction report. The first phase of design is underway, including rough grading plan, stormwater management facilities, building pads including work areas adjacent to the buildings, and minor utility work. Environmental permits will be applied for once the design for the first phase is complete. It is anticipated that the first phase will be advertised for construction in August 2025 and awarded in September 2025. The second phase of design, including the final grading, roadways, parking, and utilities, is scheduled to be completed later this year. The the site was planned to be cleared and grubbed by mid-July. The report is acceptable to Triumph.

- Reviewed the Invitation to Bid Project Opal Bid Package #1 Mass Grading Improvements Project Manual including the advertisement for bids, and the draft agreement between owner and contractor for construction, and bidding documents. The INT and draft bidding documents appear to acceptable to Triumph.
- Reviewed the Project Opal Bid Package #1 Mass Grading Improvements- Drawings dated July 21, 2025, by Avcon Inc. Contract Document Drawings appear complete and well detailed for the Phase I Scope of work. The Drawings comply with the Triumph Grant scope and conditions, and are acceptable to Triumph.

Additional Activity

The Construction Review Team developed draft forms for quarterly reporting by Grantees for consistency and pertinent update information. To be reviewed by Triumph staff.

- **"Construction Status Report"** and **"Design Status Report"** Templates with detailed Information for preparation/signature by Architect of Record for Grantee Project updates/files and posting on Smartsheet for Triumph reviews/comments.
- **"Certificate of Contract Completion by Contractor"** Template for preparation/signature by Architect of Record. Assures Construction Project completed according to Signed/Sealed Documents and Construction Contract
- **"Contractors Affidavit of Contract Completion"** Template for preparation/signature and notarized by Contractor. Assures Construction completed in accordance with requirements of Construction Contract
- Information sheet for Grantees on **Construction Delivery Processes/ Procedures/ Guidelines/ Project Delivery Methods/ Proper Closeout of Project**

Prepared by: Randy Lewis AIA, Architect / Triumph G.C. Consultant
And; Harold V. Branch, Construction Consultant

8-20-2025