

Approximately \$275,000 Commercial Facility Improvement Review

Assessment & decision brief | Fictional example — format only

Everything in this scenario is invented to show the deliverable format. It is not a Hewnigan client, claimed project, result, or savings figure. The \$275,000 is an approximate fictional combined proposal value, not a verified estimate, Hewnigan fee, or recommended budget. No site visit or technical investigation is represented.

1. Situation and review boundary

A business is planning exterior repairs, drainage work, access/security improvements, electrical coordination, and interior restoration. Several vendor proposals describe different assumptions, exclusions, and sequences.

Decision: Is the owner ready to compare and award the work? Review basis: invented proposal excerpts and an owner brief. This example reviews written scope only. Field conditions, cause of damage, design adequacy, pricing, code compliance, permit requirements, and vendor capability remain unverified.

2. Decision brief

Recommended next decision: Obtain the missing investigation and written scope clarifications before treating the proposals as comparable. Do not infer that the lowest combined number includes a complete project.

First — Establish the drainage/exterior requirement with the appropriate qualified provider; current repair scopes rely on it but exclude it.

Next — Assign electrical/access interfaces and mark restoration boundaries. Possible duplication should be clarified, not counted as savings.

Then — Normalize base work, alternates, owner obligations, access constraints, and predecessor tasks.

Owner decisions to resolve

Commission the required investigation. Identify operating and access constraints. Decide who coordinates vendor interfaces. Select and contract providers only after the remaining questions are understood. Continued Hewnigan support is optional and separately scoped.

3. Normalized scope matrix

Fictional scope comparison — written information only. “Next clarification” names a proposed responsibility, not an instruction to perform construction.

Work interface	Example proposal information	Unresolved issue	Next clarification
Drainage / exterior repairs	Exterior repair proposal assumes drainage is corrected; drainage work is excluded.	No complete enabling scope.	Owner to commission the required investigation and define correction before award.
Electrical enabling work	Access vendor assumes power and pathways; electrical proposal excludes access-control connections.	Trade interface unresolved.	Electrical and access vendors to identify circuits, pathways, terminations, and testing responsibilities.
Interior restoration	Repair and interior proposals both include part of the finish restoration.	Possible overlap, not proven savings.	Vendors to mark exact repair areas and restoration boundaries.
Access / security	Hardware, wiring, and programming appear in separate proposals.	No complete responsibility for the assembled system.	Owner to name the integration lead and require a written interface and test plan.
Schedule / access	Each proposal lists its own duration; predecessor work and outage windows are not identified.	Durations are not a coordinated project schedule.	Vendors to identify dependencies; owner to approve operating and access constraints.
Owner items / alternates	Owner-furnished items and permit responsibilities differ; some alternates do not identify the base work replaced.	Comparison remains incomplete.	Separate base scope, alternates, allowances, owner tasks, and responsibility for any required approvals.

Responsibility boundary

The owner retains contracts, spending, changes, and acceptance of work. Vendors retain their contracts, work, construction means and methods, and site safety. Licensed providers establish the technical, design, and approval requirements within their responsibility. Hewnigan can organize the questions and decision material; this example does not direct construction.

4. Eight vendor clarification questions

1. Exterior / drainage: What investigation is needed to establish the water path and drainage correction before exterior repairs are defined?
2. Exterior vendor: Exactly which interfaces, substrates, preparation, and concealed conditions are included or excluded?
3. Electrical and access vendors: Who supplies power, pathways, wiring, terminations, and coordinated system testing?
4. Access vendor: Who is responsible for hardware compatibility, programming, commissioning, and the handoff to the owner?
5. Repair and interior vendors: Which specific areas does each restore, and where does one scope end and the next begin?
6. All vendors: What work must precede your work, and what outages, occupied-space protections, or access windows do you require?
7. All vendors: Which owner-furnished items, allowances, investigations, and permit or approval responsibilities are assumed?
8. All vendors: What does each alternate add, omit, or replace in the base proposal, and how will changes be documented?

5. Sequencing and next milestone

Owner: arrange the required drainage/building-envelope investigation and decide access and outage constraints. Appropriate providers: establish verified requirements, enabling scope, and any required design or approvals. Vendors: return written clarifications on interfaces, restoration, base work, alternates, allowances, and owner tasks.

Hewnigan, if engaged: update the matrix and open-item log. Owner: select and contract providers, approve spending and changes, and decide whether further coordination is useful.

6. Milestone handoff

The review ends with a clarified scope matrix, unresolved-risk list, vendor questions and responses, dependency notes, and owner-decision list. Investigation, design, repairs, field supervision, site safety, cost certification, and verification of completed work are outside this example. No repair date, final cost, savings, or outcome is established.

Property-owner application

The same method applies to a major residential renovation, difficult property problem, or new-build decision. An assessment or review can stand alone. Any continued support has a separately agreed milestone, scope, fee, and timing.